

AUDIENCE DEVELOPMENT FUND (ADF) 2018

GUIDELINES

Closing date: Wednesday 1 August 2018, 5.00pm
Amount available: up to \$10,000 (no minimum)

Purpose

The Audience Development Fund (ADF) is a devolved funding program of the NSW Government through Create NSW and is administered by Museums & Galleries of NSW.

The fund offers public galleries in NSW assistance towards targeting and developing new audiences for the visual arts. It encourages galleries to create new, innovative programs, events and activities that engage targeted audiences and connect them with artists and visual arts practice. The fund is designed to support galleries to develop and trial models for developing and engaging new audiences that will increase immediate and future attendance, access and participation.

Applications that create new or extend existing partnerships within regions are strongly encouraged.

Applicants are also encouraged to target audiences from one of the following priority areas; people living in regional NSW, people living in Western Sydney, Aboriginal people, culturally and linguistically diverse people, people with disability or young people.

The Audience Development Fund is a Create NSW devolved funding program, administered by Museums & Galleries of NSW (M&G NSW) on behalf of the NSW Government.

Eligibility criteria

Grants are available to publicly funded galleries, arts and craft organisations based in New South Wales.

To be eligible to make an application, a gallery must be a legally constituted entity and be one of the following:

- a not-for-profit incorporated body
- a co-operative or trust
- a local government authority.

Individual business units and entities of local government authorities (such as art galleries or performing arts centres) are eligible to submit applications on their own behalf if they have their own ABN.

The gallery is to be accessible to the public at regular and/or specified times and meet professional facility standards. In addition, its programs and activities are to be managed by at least one professional staff member with relevant tertiary qualifications and experience.

A gallery/organisation cannot apply for a Create NSW devolved grant, such as the Audience Development Fund, if they have also applied for or received Create NSW funding for the same activity. Applicants who have outstanding acquittals from other Museums & Galleries of NSW grants will not be eligible to apply.

Funding information

The project must commence after **1 December 2018**.

Eligible applicants may only submit one application per round.

Funds can be used for costs that support the development and implementation of public or educational programs, provide seed funding to trial new models for public engagement and/or build new partnerships for audience development. Costs can include:

- Fees and travel costs for artists, educators or other professionals to deliver new programs;
- Purchase of equipment required to deliver a public or education program or similar;
- Research costs incurred in developing a new program including travel, per diems and accommodation;
- Travel costs for audience outreach;
- Startup costs for new initiatives such as makers' markets, workshops, symposia, conferences or similar programs relating to the gallery's artistic program which may also generate funds or an additional income stream for the gallery;
- Marketing, advertising and promotion of planned new programs (to no more than 10% of the total amount requested).

Funds must not be used towards existing staff fees. The program does not support existing public or education programs. Funds must not be used towards items already funded by Create NSW through project or program funding.

Selection criteria and assessment

Applications will be assessed against the following criteria:

- The project is well planned with appropriate strategies in place for developing new audiences for the visual arts and maintaining them into the future;
- The project targets one or more of the following priority areas; people living in regional NSW, people living in Western Sydney, Aboriginal people, culturally and linguistically diverse (CaLD), people with disability and young people (under 26);

- The project employs creative strategies for audience development and encourages adventurous cultural programming;
- There is a strong rationale for the project with relevance and connection to the organisation's artistic program;
- The project budget is accurate and realistic.

Applications will be assessed against the selection criteria listed above by an assessment panel drawn from M&G NSW staff and external industry peers.

M&G NSW will notify applicants of their outcome by mail. Funds will not be available until the relevant grant agreements, including a valid invoice, have been completed and returned by the successful applicant.

Conditions of grant

The recipient must use the funding solely for the purpose for which it was approved. If any part of the funding is used for purposes other than those originally named, the recipient must inform M&G NSW immediately. M&G NSW reserve the right to terminate and request the return of funds should the recipient not adhere to these terms. A variation agreement may be required if new purposes are intended for use of received funds.

All marketing material and publicity associated with the project must acknowledge the financial assistance of M&G NSW and Create NSW by using the appropriate logos and the following credit line on all publications:

This project is supported by Create NSW's Audience Development Fund, a devolved funding program administered by Museums & Galleries of NSW on behalf of the NSW Government.

All acknowledgement details, including required usage of logos and credit lines will be provided to successful applicants in a grant agreement contract.

Successful applicants will be required to submit an acquittal report to M&G NSW within one month of the project's completion. The acquittal form will be provided to successful applicants and can be emailed upon request. The acquittal report includes an overview of the audience development project and the resulting benefits to the organisation and audience. Photographs, media clippings and brochures must be included in the acquittal documentation where available. M&G NSW or Create NSW may use all or parts of this report in marketing material for the grant program.

Application process and closing dates

Applications must be submitted via the SmartyGrants online system available via the M&G NSW website: <http://mgnsw.org.au/sector/funding/grants-we-administer/gallery-grants/audience-development-fund/>

Applicants must submit the following support material (written material can be submitted in PDF):

- Current abridged CV or biography for key artists, staff or other professionals involved in the proposed project (max 200 words per person)

- Examples or documentation of previous projects undertaken by the gallery including images* if available (no more than 5 A4 pages of documentation and 10 images in total)
- Up to 3 letters of support from relevant collaborative artists, professionals or organisations.

*NB: Please ensure that all images are provided in a single PowerPoint presentation format with relevant image credits where appropriate (e.g. artist, artwork, medium, exhibition, dates, curator, location etc).

In addition, applicants may submit the following support material:

- Media articles, public program coverage or examples of publicity achieved from previous projects (no more than 3 A4 pages).

All applications and support material must be submitted online by the closing date.

Applicants should contact M&G NSW to discuss their project prior to submitting an application. M&G NSW staff are on hand to provide advice on developing projects, writing grant applications, and budgeting.

For more information or to discuss a project please contact M&G NSW on 02 9252 8300 or:

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