

Creative Scenic Rim Grant 26-27 Snap Shot Application

Form Preview

Eligibility

* indicates a required field

Applicants: please note

Before completing this application form, you should have read the **2026-27 RADF Guidelines**

The Creative Scenic Rim Grant is open to all eligible arts and cultural workers for both professional/career development or community arts projects.

The Creative Scenic Rim Grants are capped at \$7,000

Payment Schedule

Grant funding will be paid in two instalments:

- 80% of the approved grant amount will be paid following successful assessment and execution of the Funding Agreement.
- The remaining 20% will be paid upon:
 - completion of the funded project;
 - submission of a satisfactory grant acquittal by the due date; and
 - acceptance of the acquittal by the funding body.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact **Mark Paddick, E: mark.pa@scenicrim.qld.gov.au or P: (07) 5540 5351**

Confirmation of Eligibility

I confirm that the applicant :

- has read and understands the program guidelines
- is able to demonstrate alignment between their project and the funding categories
- is a permanent resident or Australian citizen and is based in the Scenic Rim or can demonstrate how the project will directly benefit Scenic Rim Arts & Culture
- has an Australian Business Number (ABN) or can be auspiced by an individual or organisation that does have an ABN.
- is over 18 years of age or can have the application co-signed by a legal guardian confirming responsibility for the financial management of the funding.
- is an individual professional artist, emerging professional artist, arts worker, cultural worker or project coordinator based in the Council area, or if based outside the Council area can demonstrate how the project will directly benefit the arts and culture in the Scenic Rim area.
- is an Incorporated arts and cultural organisation based in the Council area, or if based outside the Council area can demonstrate how the project will directly benefit the arts and culture in the Scenic Rim area.

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- is an Unincorporated organisation, auspiced by an incorporated body, that is based in the Scenic Rim, or if based outside the area can demonstrate how the project will directly benefit arts and culture in the Council area.

Please select below: *

☐ Yes ☐ No

You must confirm that the statements above are true and correct.

Project Eligibility

I confirm that for the proposed project, RADF will not be:

- supporting 100% of the project and that significant contribution, either financial or In Kind, is required from the applicant.
- paying arts workers less than the recommended rates
- funding an applicant who have failed to acquit previous RADF grants.
- funding an activity that will commence before Council approval has been given.
- funding a competition, a prize or an eisteddfod
- funding an application for an accredited study, training or university course.(RADF does not fund the primary training of artists only their professional development once they are practicing).
- supporting a recurrent project that has previously received RADF funding
- funding a school-based project that is considered to be the schools core business and that the activity forms part of a broader community cultural development process.
- supporting an amateur arts or craft activity EXCEPT for professional services to that amateur arts or craft activity.
- purchasing of capital items, (e.g. equipment, buildings or vehicles)
- funding more than 20% of framing, printing or freight costs.

Please select below:

☐ Yes ☐ No

Eligibility Checklist

The purpose of the RADF Program is to support professional and emerging professional artists and arts workers to practice excellence in their art making for and with communities for mutual development.

A checklist has been developed to ensure that the status of artists as 'professional' and 'emerging professional' is clearly identified.

To meet the eligibility requirements for an RADF grant, you or the artists, arts worker or cultural workers you employ in the project need to be able to meet any **three or more** of the criteria below to qualify as an artist with a professional or emerging professional status.

Eligibility Criteria *

- ☐ Have an Australian Business Number (ABN)
- ☐ Have devoted significant time to your arts/cultural practice.
- ☐ Have professional arts and/or cultural qualifications
- ☐ Have been recognised as a professional by peers.
- ☐ Have held public exhibitions or given public performances (not as part of a competition).
- ☐ Have work held in public collections.
- ☐ Have won important national and/or international prizes or awards.

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- ☐ Have held public discussions and/or have had articles written about my work.
 - ☐ Have been employed on the basis of art/cultural skills and/or earning income from sales of artwork
 - ☐ Are an artist or cultural worker whose artistic or cultural knowledge has been recognised as professional by peers or the cultural community.
 - ☐ Are an artist or cultural worker whose artistic or cultural knowledge has developed through oral traditions.
 - ☐ Are a member of a professional association (or associations) as a professional artist.
- At least 3 choices must be selected.

Contact Details

* indicates a required field

Applicant Type *

☐ Individual

☐ Organisation or Group

Individual Application

Name *

Title

First Name

Last Name

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Applicant Primary Email *

Must be an email address.

Applicant Primary Phone Number *

Must be an Australian phone number.

Applicant Primary Address *

Address

Applicant Postal Address *

Address

Applicant Primary Website

Must be a URL.

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Organisation or Group Application

Organisation or Group Name *

Organisation trainee is employed at

Organisation or Group Contact Name *

Organisation Name

Organisation or Group Contact Primary Email *

Must be an email address.

Organisation or Group Contact Primary Phone Number *

Must be an Australian phone number.

Organisation or Group Contact Primary Address *

Address

Organisation or Group Postal Address *

Address

Organisation or Group Contact Primary Website

Must be a URL.

Australian Business Number

* indicates a required field

It is not mandatory for RADF applicants to possess an ABN. However, if they do not have an ABN the application can be auspiced by an incorporated organisation or an individual with an ABN (known as the auspice body) who manages the grant on behalf of the applicant. The applicant is still responsible for running the project and completing the outcome report on completion of the project. This is submitted to the auspicing body to approve and forward to Council. The auspice body is not responsible for the artistic direction or quality of the project.

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If you do not have an ABN and cannot find someone with one, you will be required to download, complete and submit a Statement by Supplier form ([link below](#)).

Do you have an ABN? *

- ☐ I have an ABN
- ☐ The application will be auspiced by an individual or organisation with an ABN.
- ☐ No, I don't have an ABN and will provide a Statement by Supplier

Applicant ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Auspice ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	

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Main Business Location

Must be an ABN.

If you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from [the ATO](#).

Please upload completed Statement of Supplier Form:

Attach a file:

Max 5Mb files size

Project Description

* indicates a required field

Funding Categories

In developing your application, it is essential that you demonstrate how your project addresses one of the following categories.

Please select one or more of the following categories that your project will address. *

- ☐ First Nations Culture, Story & Leadership: Focus on cultural leadership, storytelling, language, and intergenerational sharing
- ☐ Local Artists, Enterprise & Career Growth: Focus on sustainable careers and creative business development,
- ☐ Young People, Skills & Creative Futures: Focus on creative pathways, leadership, and participation for children, teens, and young adults.
- ☐ Places, Heritage & Town Activation: Projects that strongly connect to placemaking, visitation, and community identity

How will your project address this category? *

Project Title *

Short project description *

Provide a summary of your project. This will be used for promoting your project if successful.

Total Amount Requested *

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\$

Must be a dollar amount.

What is the total financial support you are requesting from RADF.

Total Project Cost *

\$

Must be a dollar amount.

What is the total budgeted cost of your project including In Kind support?

Start Date *

Must be a date.

End Date *

Must be a date.

Project Location *

☐ Tamborine Mountain

☐ Beechmont

☐ Scenic Rim

☐ Canungra

☐ Boonah

☐ Other:

☐ Beaudesert

☐ Kooralbyn

What is the key location for your project?

Project Details

Describe your project. *

Describe the specific details about your project.(200 words recommended)

What are the planned activities? *

Briefly list (bullet points) the specific activities that will take place (200 words recommended)

What will be the benefits from the project? *

Describe how the project will benefit your artistic practice or the Scenic Rim community (200 words recommended)

What are the expected outcomes of the project? *

Describe three things you want the project to achieve in terms of benefits for participants and/or others (200 words recommended)

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Project Details

* indicates a required field

Type of Application

What Type of project are you applying for?

☐ Community or Public Projects ☐ Professional or Career Development.

Project Data for Community or Public Projects

What will be the main activity? *

Other:

Select the main activity from the drop down list.

What is the main Artform? *

Other:

Select the main artform from the drop down list.

Is the funded activity targeted at a specific group(s) in your community?

- ☐ Young People (12-25 years)
- ☐ Children (1-11 years)
- ☐ Older people (55+ years)
- ☐ People with a Disability
- ☐ Aboriginal and/or Torres Strait Island people
- ☐ LGBTIQ+
- ☐ Emerging Artists
- ☐ Professional Artists
- ☐ People from a culturally and/or linguistically diverse background
- ☐ Regional Queenslanders
- ☐ Other:

How will you capture feedback for your project? *

What are your expected participant numbers? *

Estimate how many people will actively engaged and participate in your activity?

What are your expected audience numbers? *

Estimate how many people will attend activities as audience members?

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How many people will be employed? *

Will you engage volunteer support? *

☐ Yes ☐ No

Which professional artists, arts organisation, heritage specialist or recognised leader in the community will deliver your project? *

Project data for Professional or Career Development

What type of Professional or Career Development will your project address? *

Other:

What is the main Artform? *

Other:

What outcomes for career / arts practice development will your project have? *

- ☐ Develop new skills and knowledge
- ☐ Explore new directions in my practice
- ☐ Take my career to the next level of professionalism
- ☐ Develop new industry networks
- ☐ Develop new audiences or markets

At least 1 choice and no more than 5 choices may be selected.

Which professional artists, arts organisation, heritage specialist or recognised leader in the community will deliver your project?

Additional information

Provide any additional information to assist with the assessment of your application.

Support Material

Attach a file:

A maximum of 3 files may be attached.

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Please upload any support material you feel is important for your application. Max 5Mb file size. This is not a requirement at the Snapshot Stage but can be include if needed.

Budget

Big Idea grants are capped at **\$7,000**

It is important to consider **ALL** costs involved in your project not only those to be covered by the grant, this also includes In Kind support.

In-kind support is non-cash assistance provided to help deliver a project. It can include things like volunteer time, free or discounted venue hire, equipment, materials, professional services, or staff time. Although no money changes hands, these contributions still have a value and help make the project possible.

In assessing your application the Arts Reference Group will consider the **Return on Investment** (ROI) for your project. This refers to the total value of your project in relation to the amount your are requesting from RADF.

Your budget will need to balance (Income + RADF = Expenses). This is automatically calculated in Section 4.

Do not add commas to figures – e.g. type \$1000 not \$1,000 – this will ensure your figures for each table total correctly.

[A Budget Guide can be downloaded here](#)

Expenses and RADF requested

Using the dot point below as a guide, list all of the expenses associated with your project in column 1. This is important to consider as it identifies the total value and ROI of your project.

- **Salaries, fees and allowances** (salaries for artist or cultural workers, fees for workshops or professional development. Include your own wage if appropriate)
- **Production costs** (costs for all materials, hire fees, sound, lighting, technicians, insurances, professional fees based on quotes received)
- **Promotion and marketing** (professional graphic designer or marketing specialists fees, marketing material including flyers, and poster, printing costs, advertising, web design and social media posting)
- **Accommodation costs** (for visiting artists to stay in the region or for local artist who travel for a project)
- **Travel costs** (cost of flights, fuel, km's travelled (@\$0.72 cents per km), public transport, parking)
- **Venue hire** (costs involved in hiring a venue for a project)
- **Documentation costs** (for recording the outcomes of your project, photography, video, web)
- **Administration costs : Not covered by RADF** (Home office costs, phone, internet, printing, photocopying, preparation time, planning meetings. You can estimate an administration fee based on approx.10% of the project)

Expenditure

Total Expenditure Amount RADF Amount requested

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List each expense item	What is the total cost of each item?	How much will RADF fund?
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

Income

List all the **possible** income associated with your activity. The following list covers a range of activities so only include what is **appropriate** for your budget.

- **Workshop fees, ticket sales or sales of merchandise or publications.**
- **Sponsorship, fundraising or donations**
- **Grants from other sources** (indicate if these have been confirmed or if not confirmed, indicate when notification will be received.)
- **Artist contribution to the project** (estimate the value of the time you will invest in the project, administration and home office costs, cost of materials, equipment and/or venue hire that you provide for free, calculate their value and include this as income.
- **In Kind support from other sources** (In Kind support is not an expense as no payment is made, however the support for the project becomes an income that requires a dollar value. This can include materials, equipment, services and time that are given to the project by an artist or external group without charge.
- **Volunteers.** With a volunteer position no payment is made, however the hourly rate, which is usually in the range of \$20 to \$25 an hour is calculated and included as income.

Income	Income Amount
	\$
	\$
	\$
	\$
	\$

Budget Totals

Total Expenditure

\$

This number/amount is calculated.

Total Income

\$

This number/amount is calculated.

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Balance must equal \$0.00

\$

This number/amount is calculated.

Certification and Feedback

* indicates a required field

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

In completing this form, you are providing personal information such as your name and contact details to the Scenic Rim Regional Council. These details will be used for processing this form and your personal information will only be accessed by officers authorised to do so. Your personal information is handled in accordance with the *Information Privacy Act 2009* and the *Information Privacy and Other Legislation Amendment Act 2023*. This information will not be disclosed to a third party unless with your consent or as required by law.

The Council may contact other funding agencies to verify grants requested from other funding agencies in support of your project.

If your application is successful, the Council may disclose the following Information to Arts Queensland:

- the information you provide in your grant application
- the amount of funding you receive
- the information you provide in your outcome report
- text and images relating to your funded activity.

The Information may be used by the Council or Arts Queensland for reporting purposes, training, systems testing and process improvement. The Information may be anonymised and used for statistical purposes.

The Information may be used by the Council or Arts Queensland for the promotion of RADF or the promotion of funding outcomes for arts and cultural development in Queensland. For this purpose, the Information and your contact details may be provided to Queensland Government Members of Parliament, the media and other agencies who may contact you directly. The Council and Arts Queensland may also publish the Information in their Annual Reports or on their websites.

The Council and Arts Queensland treat all personal information in accordance with the Information Privacy Act 2009. The provisions of the Right to Information Act 2009 apply to documents in the possession of the Council or Arts Queensland

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

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I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☐ Yes

☐ No

Name of authorised person *

Title

First Name

Last Name

Must be a senior staff member, board member or appropriately authorised volunteer

Date *

Must be a date