

city council

## **GUIDELINES**

Maitland City Council's High Achievers Program – Creative Arts is designed to respond to requests for support of individuals in the following Creative Arts fields:

- · Cultural Heritage (Skilled Crafts)\*
- Literature (Written and Spoken Word i.e. Poetry, Storytelling, Writing)
- Performing Arts (Circus, Drama, Dance, Puppetry and Music)\*\*
- Visual Arts (Digital Media, Painting, Photography, Printmaking, Film, Sculpture)

This grant is open to applicants all year and provides opportunities to assist residents living in the Local Government Aea (LGA), who are aspiring to achieve excellence at the highest levels in their chosen field.

The grant is designed to recognise individual or collective achievement in the areas of creative arts and culture.

Funding is available to individuals/collectives who have been selected to participate, or are nominated by a recognised peak body to present and participate at national or international level.

\* Refers to artisans working with but not exclusive to, Ceramics, Decorative Art, Glass, Jewellery, Leather, Metal, Textiles, Wood.

\*\* Does not include sport associated dance performance.

#### **LEVEL OF SUPPORT**

- \$450 for individuals selected to participate at a National level or equivalent.
- \$750 for individuals selected to participate on behalf of Australia at International level or equivalent.
- Collectives: 25% of the level of support for each selected individual.

NB: In the event that an individual applies and Council identifies that the individuals is part of a collective/team, the level of support will be provided at a 25% level.

Only participation at the highest level in exhibitions (financially unsupported), performance, competitions, residencies or equivalent will be supported.

#### **ELIGIBILITY CRITERIA**

- 1. Individuals must reside in the Maitland LGA.
- 2. Individuals or collectives must be selected in a Creative Arts field.
- 3. Individuals or teams must be selected at recognised National or International levels.
- 4. Collective applicants must reside or train, rehearse and/or practice at a Maitland LGA based facility or address.

## INFORMATION APPLICANTS NEED TO SUBMIT

- i. Applications must be supported by written confirmation from a recognised peak body or incorporated body. This must confirm participation in an area of interest at the highest National or International levels.
- ii. An invitation alone, to represent creative arts at a high profile national or international activity/event will not be eligible for support.

Note: Applications will be accepted up to 30 days after the event has been held. Applications will be granted providing the funding source is not depleted.

#### **CONDITIONS**

A maximum of two grants per individual may be awarded in total in any single financial year. If successful, a bank transfer will be made to the individuals account followed by notification via email. For collectives, cheques will be provided to individual members.

Funds must be spent by 30 June (the end of the financial year that they are granted).

All recipients are required to complete and submit an acquittal form with photos no more than 30 days after the event/activity.

## ASSESSMENT AND WHEN TO APPLY

Assessment of applications will be made by the elected members of the Friends of Library Committee at their bi-monthly meeting (held on the 3rd Wednesday of every second month) or by the elected members of the monthly Maitland Regional Art Gallery Members (MRAGM) Committee (held on the 2nd Tuesday of every month) depending on the arts discipline and the area of expertise in relation to the application.

Recommendations will be presented to Council in a report for adoption and thereafter applicants will be notified of funding allocations.

Committee members are required to declare a conflict of interest in any of the applications. If a declaration is made, the panel member will not assess or vote on the relevant application.

# **APPLICATION FORM**

# **CATEGORY**

☐ Selected for national level or equivalent	☐ Selected for international level or equivalent		
☐ Are you applying as an individual?	☐ OR are you applying on behalf of a collective?		
APPLICANTS DETAILS			
Name			
Date of birth:			
Address:			
State:	Postcode:		
Telephone (H/W):	Mobile:		
Email:			
Social Media/Website address, if applicable (only public sites are required):			
Please include an example of your intended work, sketch	design or example from your portfolio, if applicable.		
Have you previously received funding from this grant? ☐ Yes ☐ No			
If yes please provide details including approximate date you received grant.			
EVENT/ACTIVITY DETAILS			
EVENT/ACTIVITY DETAILS  Name of event/activity:			
Name of event/activity:			
Name of event/activity:  Date/s:			
Name of event/activity:  Date/s:  Location:  State:			
Name of event/activity:  Date/s:  Location:			
Name of event/activity:  Date/s: Location: State:  ELIGIBILTY CHECKLIST (TICK)	event/activity.		
Name of event/activity:  Date/s:  Location:  State:  ELIGIBILTY CHECKLIST (TICK)  1. Individuals must reside in the Maitland LGA.  2. Individuals or collectives selected in a Creative Arts	event/activity.  Shearse/practice at a Maitland LGA based facility or address.		

# **DETAILS OF FUNDING REQUEST**

Please describe the purpose of the funding in 50 words or less

Maitland City Council requires applicants to submit an Acquittal Form reporting on results no more than 30 days after the event/activity is completed.

PAYMENT DE	TAILS		
Account Name:			
Bank Name:			
BSB:			
Account number	er:		
	tor or collective leader for a full collective/to heques will be posted to each team membe		de all individual names, addresses and
DECLARATIO	N		
☐ I confirm that	the information in this application is accurate	e and correct	
☐ As the parent event/activity	t/guardian of the above minor (under 18 ye ′.	ears old) , I have ag	greed to my child participating in the
	n of receiving a grant, I agree to submit an a propertion on a photos attached, no longer than one more		
☐ I will ensure representatives from the organisation/group or myself as an individual is available for media/Council interview and photographers as required if I am successful for funding.			
promotion of	d City Council unrestricted license to repro f the Section 356 grants, Maitland City Cour permissions and I will be available for any r	ncil and the city of	Maitland. Images supplied have sought
☐ Where applic	able I will acknowledge, Maitland City Counci	il's support in any	promotional material or media coverage.
AUTHORISAT	ION/SIGNATURE OF APPLICANT OR	PARENT/GUAR	DIAN (OF UNDER 18 YEAR OLD)
Signature:		Date:	
Name:		Contact number	

(if parent):

OFFICE USE ONLY	
Date received:	Approved/Declined:
Payment internally requested:	Correspondence/Payment sent to applicant:

# **SUBMIT YOUR APPLICATION**

## **EMAIL**

Please email with 'Creative Arts High Achievers' plus Your Name as the subject heading to communitygrants@maitland.nsw.gov.au

### **POST**

Creative Arts High Achievers Grant Community & Recreation Maitland City Council PO BOX 220 Maitland NSW 2320

t 02 4934 9700

## **OR DELIVER TO**

Creative Arts High Achievers Grant Community & Recreation Maitland City Council 285 - 287 High St Maitland NSW 2320

## **Privacy statement**

Council is committed to privacy protection and complies with the Privacy and Personal Information Protection Act 1998 and Government Information Public Access Act 2009.

