### Preparing an Application

\* indicates a required field

Please read the <u>Arts and Culture Grants Program's General Guidelines</u> prior to preparing an application.

To complete the application, you should have the following ready:

#### **Individuals**

- CVs and/or short biographies of key creatives
- Project plan and timeline
- Letters of support
- Letters of confirmation
- Useful support material (including samples of your work)
- Budget information
- Where applicable, confirmation of an auspice arrangement.

#### Contact

For more details or support, contact Arts South Australia on (08) 8363 8670

### Accessibility

Please prepare the various parts of your application in the format that is easiest for you. You can submit different parts of the application in:

- · text boxes
- by uploading documents
- by providing URLs to (written and audio visual) files saved online.

To discuss any needs, contact Arts South Australia on 08 8363 8670.

#### Applicants who are Deaf or disabled

Access2Arts can assist individual applicants with their applications. For more information, contact hello@access2arts.org.au

#### **Auslan interpreters**

Auslan interpreters can be arranged for meetings and to translate applications which are submitted in Auslan (in digital format).

#### **Culturally and linguistically diverse artists**

We can organise interpreters for meetings as well as for the translation of applications.

#### Deaf and hearing-impaired artists

When contacting us, TTY users should phone 133 677 and then ask for 08 8363 8670.

#### Speak to Listen (speech-to-speech relay)

Speak and Listen users should phone 1300 555 727 and then ask for 08 8363 8670.

### This rounds closes on 13 May 2024

The round closes at 5pm. Late submissions will not be accepted. Support material and budget documents cannot be accepted after the closing date.

### **Auspice Arrangement**

Will the applicant's grant be auspiced? *		
○ Yes	○ No	
Would you like to view further information	on about auspice arrangements?	
<ul><li>View information</li></ul>	<ul> <li>Hide information</li> </ul>	

#### **Further Information**

An auspiced grant means a third party receives the grant money on your behalf. This third party must be an organisation.

Some auspicing organisations charge a fee for offering this service. You can include this fee in the application budget.

Make sure you have written confirmation from your auspicing organisation. You will need to include this in your application.

### Eligibility and Past Funding

\* indicates a required field

### Eligibility

Only Australian citizens or permanent residents can apply for South Australian Government grants. This may not apply to South Australia-based arts or cultural organisations.

Are you an Australian citizen/permanent resident? *  ○ Yes  ○ No
Because you answered "No", you are not eligible to receive funding. Please refer to Arts and Culture Grants General Guidelines. If you need advice, please contact Arts South Australia between 9am and 5pm, Monday to Friday.
Phone: (08) 8363 8670
Email: ASAGrants@sa.gov.au
To apply for a grant as an individual, you must be a South Australian resident. If you are applying for an organisation, the organisation must be South Australian.
Is the applicant based in South Australia for at least six months per year? *  O Yes  No
Because you answered "No", you are not eligible to receive funding. Please refer to Arts and Culture General Guidelines. If you need advice, please contact Arts South Australia between 9am and 5pm, Monday to Friday.
Phone:(08) 8363 8670
Email: ASAGrants@sa.gov.au
Has the proposed project already commenced or taken place? *  ○ Yes  ○ No
Because you answered "Yes", you are not eligible to receive funding. Please refer to <a href="Arts">Arts</a> and Culture General Guidelines. If you need advice, please contact Arts South Australia between 9am and 5pm, Monday to Friday.
Phone: (08) 8363 8670
Email: ASAGrants@sa.gov.au

Has the applicant a Arts South Australi		nding for the same proposed project fro	m
○ Yes		○ No	
	<u>Guidelines</u> . If you need	eligible to receive funding. Please refer to <u>Ar</u> d advice, please contact Arts South Australia	
Phone: (08) 8363 867	0		
Email: <u>ASAGrants@sa</u>	.gov.au		
History of Arts So	outh Australia Fu	ndina	
, , , , , , , , , , , , , , , , , , ,		3	
Is this the applican  ○ Yes	t's first application	to Arts South Australia? *  O No	
Has the applicant r  ○ Yes	eceived Arts South	Australia funding in the past? *  No	
O les		O NO	
Under what name?			
Applicant Detai	ls		
* indicates a required	field		
•			
Applicant Entity	туре		
Entity Type			
<ul><li>Individual</li><li>This question is read on</li></ul>	lv.		
rino question is read on	.,.		
Annilana Car	Chahaa		
Applicant Career	Status		
Select the applican	t's career status *		
○ Emerging	○ Mid-Career	<ul><li>Established</li></ul>	

This question does not apply to organisations.
Would you like to view definitions of these career statuses?  ○ View definitions  ○ Hide definitions
Definitions
<b>Emerging artist:</b> An artist of any age in the first five years of their professional career or, an artist who has recently made a significant shift in their arts practice.
<b>Mid-career artist:</b> An artist who has maintained a professional practice for five to ten years.
<b>Established artist:</b> An artist who has maintained a professional practice for ten years or more.
Local Government Area
Electoral District
If you are unsure, visit the Electoral Commission South Australia's <u>Interactive Boundaries Map</u> . When the map opens, enter your address in the search box. When you select a result, the map will zoom directly to your district and its name will be displayed to the left of the map.
Applicant Contact Details
Applicant * Title First Name Last Name
If you are a group, please select "Organisation" under the heading "Applicant" and provide the group's chosen name.
Applicant Primary Address * Address
Address Line 1, Suburb/Town, State/Province, and Postcode are required. Begin typing the address in the search box and select the relevant result.

**Applicant Primary Phone Number \*** 

Must be an Australian phone number.		
Applicant Primary Email *		
Must be an email address.		
Website		
Must be a URL.		
Aboriginal and/or Torres Str	ait Islander Ident	ity
Does the applicant identify as A	\boriginal and/or Tor	res Strait Islander? *
○ Yes ○ No		
With which Aboriginal and/or To	orres Strait Islander	Group(s) do vou identify?
(optional)		Croup(s) ac you ruchary.
Applicant Australian Busines	ss Number (ABN)	
Does the applicant have an Aust		nber (ABN)? *
○ Yes	○ No	
You have stated you are not being a ABN.	auspiced for this applic	ation and that you do not have ar
You will not be able to submit your a	application without pro	widing an ARN gither for yourself
or for an auspicing body.	application without pro	viding an Abiv, either for yoursein
To receive money from Arts South A own ABN.	\ustralia, you must eith	ner be auspiced, or provide your
Applicant ABN *		
The ABN provided will be used to loc check that you have entered the AB		ormation. Click Lookup above to
Information from the Australian Busines	ss 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 Arrangemer	nt	
* indicates a required field		
Auspice Arrangement	Confirmation	
<b>Upload letter from auspic</b> Attach a file:	ing organisation confir	rming auspice arrangement *
recorn a me.		
A	n Dataila	
Auspicing Organisatio	n Details	
Auspicing Organisation * Organisation Name		
- gambanon mame		
<b>Auspicing Organisation P</b>	rimary Address *	
Address		
Address Line 1 Culturals/Tours C	tata (Duay in an and Dagter de	and required
Address Line 1, Suburb/Town, S Begin typing the address in the		
Auspicing Organisation P	rimary Phone Number *	<b>T</b>
Must be an Australian phone nu	ımbor	
		ministrative matters related to the auspice

arrangement..

Auspicing Organisation Primary Email *	
Must be an email address. An email address Arts South Australia may contact about administrative matters rela arrangement.	ited to the auspice
Auspicing Organisation ABN *	
The ABN provided will be used to look up the following information. Click Loc check that you have entered the ABN correctly.	kup above to
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.	
Representative of Auspicing Organisation Contact Details	
Representative Organisation *	
Title First Name Last Name	
Must be an authorised representative of the auspicor who can accept agreements or organisation's behalf.	the auspicing
Representative Position *	
Representative Primary Address *	
Address	

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Begin typing the address in the search box and select the relevant result. This address will appear on an eventual grant offer/agreement.

Representative Pri	mary Phone N	Number '	<b>k</b>		
Must be an Australian p	hono numbor				
Must be all Australian p	none number.				
Representative Prin	mary Email *				
Must be an email addre	SS				
Trade de arreman adare.	551				
Project Informa	tion				
-					
* indicates a required	пеіа				
Project Title *					
Project Start Date	<b>K</b>				
Must be a date and no e	earlier than 12/7/	/2024.			
Project End Date *					
Project Ella Date					
Must be a date.					
Requested Amount	(ex GST) *				
\$	,				
Must be a dollar amount How much are you askir		nt?			
•	J 9. w				
Art Form Area *  O Literature	○ Vi	sual Art, (		Craft and Design ○	Craft and Design O Performing Arts
Arts Practice - Liter	rature			□ Children's	☐ Children's ☐ Cross Art F
<ul><li>□ Poetry</li><li>□ Graphic Novelist</li></ul>	□ Non Fiction	n		☐ Young Adult	
☐ Community Arts					

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**Arts Practice - Visual Arts** 

☐ Visual Arts	☐ Digital Art	☐ Cross Art Form	☐ Emerging and Experimental Art Forms
□ Craft	☐ Community Art	☐ Moving Image	□ Other:
□ Design			
Arts Practice - Perfo	_	□ Comody	Cross Art Form
□ Dance	<ul><li>☐ Music Theatre and Opera</li></ul>	□ Comedy	☐ Cross Art Form
☐ Theatre	☐ Circus and Physical Theatre	☐ Community Arts	□ Other:
□ Music	medite		
Core Application	Information		
Project Description	n		
<ul> <li>Refer to the <u>Assessme</u></li> <li>who is involved?</li> <li>when will it happe</li> <li>how long will it tale</li> <li>what do you hope</li> </ul>	ke?	escription of what you v	would like to do.
You can submit your dword submission.	escription in written for	m OR provide a link to	a video of a spoken
In a written submission	n, the Project Descriptio	n is 1000 words maxim	num.
	ust take no longer than osting platform like Yout		total. It must be
In what form will you O Written Form	u submit your Projec	t Description?	
Project Description			
Word count:			
Must be no more than 10	00 words.		

### Video Link for Project Description Password (if required) Biographies of Contributing Artists/Creatives Where more than one artist/creative is contributing to the proposed project, please add a further section per artist/creative. **Biography** Word count: Must be no more than 300 words. CVs of Contributing Artists/Creatives Upload CVs of artists/creatives Attach a file: Project Plan and Timeline Break your project down into stages. For each stage, in the first box, put the date where that stage starts and ends. In the second box, enter what you'll do, where you'll do it and how you'll do it. In the third box, enter who will be involved with that stage. In the fourth box, enter what you hope will be achieved in that stage. Then click "add more" to add information about your next stage. Start and End Date How, What and Who? **Expected Outcome** Where?

Letters of Support and Confirmation

Would you like to view definitions of Letters of Support and Letters of

○ View definitions	O Hide definitions
Definitions  A Letter of Support should come from some letter should mention this application and why achieve your artistic goals.  Confirmation Letters come from other individuals.	y it is a strong project which will help you
project. They may be from other artists, organ The letters confirm what you have written in y	nisations, venues, donors or funding bodies.
Attach letters of support here Attach a file:	
Up to five letters of support will be accepted.	
Attach letters of confirmation here Attach a file:	
Artistic Support Material	
Support material helps assessors understand relevant to your application and show the quant and recent examples of your practice.	
Support material will not be accepted after th	e closing date.
Would you like to view further informations supply?	on about the support material you may
○ View information	<ul><li>Hide information</li></ul>
Further Information	
Images: Individuals can provide up to 10 ima	ages in a PowerPoint (.ppt) or Pdf file. There

Make sure you include any passwords to protected URLs.

should not be more than 10 A4 pages in length.

than 10 minutes of material in total.

should also be an image list that includes dates and descriptions of the work.

Video/Audio: You can provide two URL links to video or audio. You should include no more

Written: You should upload scripts or manuscripts as Pdf or Microsoft Word files. They

The combined total of uploaded files is 25MB per application.

#### Provide URLs for samples of your work here

URL	Password	Description
Must be a URL.		

### **Upload Files**

Attach samples of your work here
Attach a file:

### **Employment Measures**

In the left hand box, enter how many **people** you think will work on your project. In the right hand box, enter how many **combined hours** you they will work.

#### **Definitions**

Artists/Creatives: any person creating or contributing to the creation of the artistic or creative work.

Arts Workers: those working to support or facilitate the creation of the work. i.e. producers, technical crew, arts administrators.

Other Workers: those working to provide a service but have no real interest in the outcome of the project. i.e. a carpenter or electrician, security staff.

Number or artists/creatives		Number of employment hours	
Must be a number. The number of individual	artists and/or creatives	Must be a number. The combined hours of al	l artists and creatives
Number of arts workers		Number of employment hours	
Must be a number. The number of individual	arts workers	Must be a number. The combined hours of al	l arts workers
Other workers		Number of employment hours	

Must be a number.
The number of other workers

Must be a number.
The combined hours of all other workers

Volunteers

Estimate volunteer hours

Must be a number.
The number of individual volunteers

Must be a number.
The combined hours contributed by all volunteers

### **Budget**

Would you like to view budget tips?	
○ View tips	<ul><li>Hide tips</li></ul>

### Budget Tips

#### **Balanced budget**

You must provide a balanced revenue and expenditure budget. A budget is balanced when the total expected income is equal to total planned spending.

#### **Budget notes**

Applicants are encouraged to provide explanatory notes in/about their budget. Notes can include:

- a list of all items or services purchased for the project
- an explanation for how you calculated your figures. This could include box office or artist fees. Include benchmarks for reference.
- evidence of confirmed financial or in-kind support from other sources
- the timing of notification for unconfirmed funds
- a contingency statement for significant unconfirmed funds
- quotes to support major expenses.

#### Professional benchmark rates for artists/creatives

Rates of pay may vary depending on the skills and experience of the artist.

Please refer to the organisation links below outlining industry standards and award rates:

- Australian Writers' Guild
- Media, Entertainment and Arts Alliance
- National Association for the Visual Arts.

Would you like to view definitions of key terms and phrases on this page?

$\overline{}$	\/i\\	definitions	
	VICV	ucillililions	

○ Hide definitions

#### **Definitions**

**In-kind:** income or expenditure in a form other than money, such as goods or services. For instance, you may contribute 20 hours of your time to the project without expecting cash payment. At \$40/hour, this would equal \$800 in-kind income that your are contributing.

Make sure that any in-kind income is matched in expenditure e.g. for a free venue that would normally cost \$1000, enter \$1000 as Sponsorship and Fundraising - in-kind and \$1000 as Core Activity/ Exhibition/ Production Costs.

#### **INCOME**

**Other South Australian Government funding:** income received from other South Australian Government bodies, usually in the form of grants.

**Non-South Australian Government funding:** income from local governments, other state Governments, and the Commonwealth, including, for example, from Adelaide City Council or the Australia Council.

**Sponsorship and Fundraising - Cash:** Money received from businesses, individuals or fundraising activities to support the project.

**Sponsorship and Fundraising - In-kind:** The value of goods or services received from businesses or individuals free or charge as support for the project.

**Own Contribution - Cash:** Money that you the applicant are contributing to the project.

**Own Contribution - In kind:** The value of time and/or resources that are being contributed to the project free of charge or at a discounted rate.

**Earned Activity Income:** Money earned directly from the activity, i.e. sales of artwork or tickets, presenting fees, subscriptions etc.

**Other Income:** Any other money received for the project not fitting one of the prior categories.

#### **EXPENDITURE**

**Administration:** Costs associated with running the project, i.e. office use, insurance, printing documents, postage etc.

**Marketing and Promotion:** Costs associated with promoting and publicising the project, i.e. posters, advertising, electronic distribution etc.

**Salaries and Fees:** Money paid to artists, arts workers and other workers.

**Core Activity/Exhibition/Production Costs:** Costs involved in creating the work, i.e. materials, freight, equipment hire, venue hire etc.

**Other Expenditure:** Any other costs associated with the project not listed in the prior categories.

### **Budget Attachments**

**Upload detailed budget, notes to budget, quotes, etc.** Attach a file:

### Projected Revenue and Expenditure

Please note that the amounts below must match those provided in the uploaded detailed budget.

#### Requested Amount (ex GST)

\$

This number/amount is calculated.

This amount replicates the amount you entered into p.4 of this form.

### Breakdown of Projected Non-Arts South Australia Revenue

#### **Other SA Government funding**

\$

Must be a dollar amount.

#### **Non-SA Government Funding**

\$

Must be a dollar amount.

#### **Sponsorship and Fundraising - Cash**

\$

Must be a dollar amount.

#### Sponsorship and Fundraising - In-Kind

\$

Must be a dollar amount.

#### **Own Contribution - Cash**

\$

Must be a dollar amount.

#### **Own Contribution - In-Kind**

\$

Must be a dollar amount.

#### **Earned/Activity Income**

\$

Must be a dollar amount.

#### Other Income

\$

Must be a dollar amount.

#### **Subtotal of Non-Arts South Australia Revenue**

This number/amount is calculated.	
<b>Total Revenue</b> \$ This number/amount is calculated.	
Breakdown of Projected Expenditu	re
Enter all expenditure into the fields below	Provide a breakdown of the allocation of Arts South Australia funding (to expenditure lines in the left-hand column) in the fields below  Administration - Arts SA Funded  \$
Administration	Must be a dollar amount.
\$	
Must be a dollar amount.	Marketing and Promotion - Arts SA Funded \$
Marketing and Premetica	Must be a dollar amount.
Marketing and Promotion \$	Trade be a dental amount
Must be a dollar amount.	Salaries and Fees - Arts SA Funded
	\$
Salaries and Fees	Must be a dollar amount.
\$	Core Activity/Exhibition/Production Costs - Arts SA Funded
Must be a dollar amount.	\$
Core Activity/Exhibition/Production Costs	Must be a dollar amount.
\$	
Must be a dollar amount.	Other Expenditure - Arts SA Funded \$
	Must be a dollar amount.
Other Expenditure	Mast be a donar amount.
Must be a dollar amount.	Total Arts South Australia Funding Allocation
Must be a dollar amount.	\$
Total Projected Expenditure	This number/amount is calculated.
\$	Variance (Peguarted Amount and Total Arts South Australia Funding
This number/amount is calculated.	Variance (Requested Amount and Total Arts South Australia Funding Allocation)
What is the total budgeted cost (dollars) of your project?	\$
project.	This number/amount is calculated.
Variance (Total Projected Expenditure and Total Project Cost) \$	If completed correctly, \$0 will appear in the above field.
This number/amount is calculated	

### Risk Assessment and Evaluation

If completed correctly, \$0 will appear in the above

field.

What are the risks associated with delive addressed?	ering this project? H	ow will these risks be
Word count: Must be no more than 300 words.		
How will you evaluate the success of you	ır project and how w	vill this be recorded?
Word count: Must be no more than 300 words.		
Diversity and Inclusion		
* indicates a required field		
Is the proposed project an Aboriginal and ○ Yes	d Torres Strait Islan No	der-led project? *
Does the proposed project involve initial intended for the following individuals an		ces or programs
Youth (Under 26) *  ○ Yes	○ No	
People who are Deaf or disabled * ○ Yes	○ No	
People from culturally and/or linguistical ○ Yes	lly diverse backgrou ○ No	nds *
People living in regional or remote comm  ○ Yes	nunities * ○ No	
Children and young people aged under 1 O Yes	.8 years * No	

Refer to the <u>Children in art protocols</u>. We recommend you include information in your application about how the applicant will adhere to the protocols.

	Yes Original or Torres Strait Islander people as artists or participants *  O No
	efer to the Aboriginal and Torres Strait Islander protocols. We recommend you include formation in your application about how the applicant will adhere to the protocols.
Pr	roject Location(s)
	here will the proposed project take place? [tick all that apply] * Metropolitan Adelaide Regional South Australia Interstate International
	etropolitan Adelaide Adelaide: CBD Adelaide: Northern Suburbs Adelaide: Eastern Suburbs Adelaide: Southern Suburbs Adelaide: Western Suburbs
	Barossa Light and Lower North Eyre Western Far North Fleurieu and Kangaroo Island
In	terstate Locations Australian Capital Territory New South Wales Northern Territory Queensland Tasmania Victoria Western Australia

**Locations Abroad** 

The country/countries (other than Australia) in wh	ich the proposed project will take place.
Other Information	
* indicates a required field	
How did you find out about the Arts and	Culture Grants Program? *
Assistance	
Did you receive assistance in preparing ○ Yes  ○ No	this application? *
Who assisted you? *	
Tarma and Canditions	
Terms and Conditions	
* indicates a required field	
<ul> <li>View Terms and Conditions</li> </ul>	<ul> <li>Hide Terms and Conditions</li> </ul>
By submitting a grant application to Arts Sou	th Australia. vou declare that:
	nation and discussed your application with an
Arts South Australia grants officer	

• The written words, concepts and ideas in your application are your own, unless clearly acknowledged as being from another source

The activity you are applying for is due to start after the relevant commencement date
The information in your application is, to the best of your knowledge, complete and

• You understand that anything wrong or missing may disqualify your application

• You have no overdue acquittals for previous Arts South Australia funding

• You are an eligible applicant

accurate

- You understand that peer assessors may decide not to recommend your application
- If successful, you will comply with Arts South Australia's requirement that grant recipients adopt and implement a <u>Respectful Behaviours</u> policy and procedure
- Where appropriate, current letters of support for relevant Aboriginal or Torres Strait Islander artists or organisations endorsing the cultural merits of the project have been provided.

#### **Information Privacy**

Arts South Australia collects personal information as reasonably necessary for the purposes and functions of:

- administering our grants and funding program
- keeping you informed about relevant upcoming events, grants funding initiatives and outcomes, our services, special events or client feedback surveys as well as our activities in general
- improving our website and other services.

Arts South Australia complies with the Government's Information Privacy Principles (Department of the Premier and Cabinet Circular, dated 20 June 2016) when dealing with all personal information.

The information that you provide in your application may be used by Arts South Australia for:

- processing and assessing your application Arts South Australia will provide the information to the peer assessors
- verifying other funding income for your project Arts South Australia may provide information to other agencies nominated in your application
- processing, paying and administering your grant
- reviewing and evaluating our funding programs, strategies, plans and services we may contact you for this purpose
- training
- systems testing and process improvement
- compiling statistics and reports.

The information you present to us in your application is treated as confidential, however, Arts South Australia staff and peer assessors will see it, and it may also be made available to those assessing future grant applications you make. Peer assessors are bound by a Code of Conduct.

If your application is successful, the grant agreement and associated documents for your particular project may be audited, which will mean disclosure of such documents, including your personal information, to auditors for audit purposes only.

If your application is successful, your personal details and the details of your application (including support material, the amount of funding you receive, the information you provide in your reports, and text and images relating to the funded activity) may be used, with your consent, for marketing and promotion of funding outcomes and South Australian arts and culture. This may include publication on our website and/or other Government websites, notifying your local Member of Parliament, the media, local government, Australia Council and State Government agencies.

#### **Assessment Process**

All applications are subject to a competitive process, which includes evaluation by peer assessors. Peer assessors are selected based on industry experience, up to date knowledge and specific areas of expertise.

#### Peers will:

- assess your application against the assessment criteria
- discuss the relative merits of your application against others under consideration, and
- recommend applications for approval based on the available pool of funding.

#### Important Information for successful applicants

If your application is successful, Arts South Australia will provide you with a grant agreement setting out the offer and any special terms and conditions. It is your responsibility to ensure you understand your obligations under the agreement.

You must return a signed grant agreement and a compliant tax invoice to enable payment of your grant.

You should request approval from Arts South Australia in writing immediately if there are any changes to:

- key personnel
- timelines
- budget
- funding from other sources
- location or venues
- anything else that would alter the outcomes of the agreed activity.

No changes can be made to the activity details without the written approval of Arts South Australia. The terms and conditions required by Arts South Australia are set out in the grant agreement.

#### **Taxation**

For information about GST and other tax issues go to the Australian Taxation Office website. The grant agreement contains provisions about GST and the issuing of tax invoices.

#### **Intellectual Property**

Where a funded activity involves the use of copyright material it is the applicant's responsibility to provide all the necessary information regarding intellectual property associated with the activities and deliverables. The grant agreement contains provisions about vesting of intellectual property.

#### **Acknowledgements**

All successful applications need to acknowledge Arts South Australia support in all published material associated with the activity. The grant agreement details the required acknowledgements.

#### Reporting

A standard condition of your grant agreement is that you will acquit the funds and activity following completion. You may be required to provide further information, should your report not be satisfactory.

#### **Deadline**

Applications and any additional material cannot be submitted after 5pm on the advertised closing date.

#### **Errors and Omissions**

It is the applicants responsibility to make sure all of their application is correct and complete before submitting. Arts South Australia does not check, amend or update applications. Applications cannot be modified after being submitted.

Acceptance of Terms and Conditions *  ☐ I/we have read and agree to comply with Arts South Australia's requirement to adopt and implement a Respectful Behaviours policy and procedure.  ☐ I/we have read and agree to the Terms and Conditions.
Consent
By ticking the boxes below, you are indicating that you accept the contents of the consent statements. *
☐ I/we consent to Arts South Australia using the personal information provided for the purpose of managing the grant assessment and approval process, including the collation of statistics.
☐ I/we agree to name(s), suburb(s), grant details and project description being presented in media releases and published on the Arts South Australia website, if the application is successful.
☐ I/we consent to Arts South Australia using the personal information provided to advise

me/us of Arts South Australia programs, services, initiatives and events.