



**Shoalhaven Arts Board
Arts Practitioners
Professional Development
Grant Application 2018/19**

Applicant Details

Contact Person: _____

Postal Address: _____ **Postcode:** _____

Contact number: _____ **Email:** _____

Organisation Details (if applicable)

Organisation Name: _____

Non-profit YES / NO

Incorporated YES / NO inc no

Registered for GST YES / NO

ABN

Membership fees: \$

Number of members:

Current Office Bearers (President / Secretary / Treasurer)

Project Details

Project Title: Please note the title of your project in 10 words or less

Project Summary: Summarise your project in 50 words or less. The text provided may be used for publicity related to the awarding of grants.

Project Dates (Project must be completed within 2 years)

Start Date: (DD/MM/YYYY)

End Date: (DD/MM/YYYY)

About You

Describe in detail your current practice, experience and achievements as an arts practitioner or small arts group: max 1000 words

About your project

Describe the activity in detail – what you want to do, the creative rationale, the activity involved, the key steps, others involved etc. max 1000 words

Project Impact

Describe the anticipated outcomes and benefits of the activities to yourself / your group:

Max 500 words

How does the activity meet the Shoalhaven Arts Board vision and how will it benefit the development of arts and cultures in the Shoalhaven: max 500 words

Project Stages

Use the table below, list the key steps / stages of the project. Please enter the activities in the date order they will occur and note if the activities are confirmed or not. Add additional rows to the table if required.

Activity	Location	Date / timeframe	Confirmed (Yes / No)

Budget

Income: Outline all income for this project, including in-kind support, earned income, other grant related funding and sponsorship arrangements.

Example fields in the table below

Income	Budget	Notes
Amount requested from SAB		
Donations / partnerships (cash)		
Donations / partnerships (in-kind)		
Ticket sales / member contributions		
Other grant funding (detail)		
Other income		
Total Income		

Expenditure: Outline all anticipated expenses for the project, including those covered by in-kind support.

Example fields in the table below.

Expenses	Budget	Amount funded by SAB	Notes
Wages / Salaries Contractors (detail)			
Other staff related costs (detail)			
Administration			
Venue Hire			
Equipment / Materials			
Marketing / Advertising			
Other project costs (detail)			
Total Expenses			

We recommend costing your own time in the budget where the creation of a work is part of the project, or where the project requires you to take time away from your usual income generating activities. Your time may be included as an in-kind donation in the income or may be part of the grant funding.

Support Material

You may submit up to 5 A4 pages of supporting material for your grant.

Suggestions for this include

- Examples of previous work
- Current CV or biography
- Reviews / articles / media achieved previously
- Confirmation letters and /or letters of support related to your project

Declaration by Applicant Details (please print)

I have read and understood the Arts Practitioners Professional Development Grant guidelines. I certify that, the best of my knowledge, all information in this application is correct and I hereby agree to comply with the timelines stated.

Name:

Signature Date

For further information please contact Arts & Culture Manager, Bronwyn Coulston, on (02) 4429 5441. Applications are to be submitted by close of business Friday, 10 May 2019.