

arts UPPER HUNTER

# Arts Upper Hunter Micro Grants 2022



## Funding Guidelines

## Applications for the Arts Upper Hunter Micro Grants 2022

**Open on 25 July 2022**

**Close 5pm on Monday 22 August 2022**

**Project completed by the end of February 2023**

### Overview

After the success of our 2020 Micro Grants program, Arts Upper Hunter (AUH) is offering them again in 2022. Grants of up to \$1,000 are available for artists or organisations including museums and historical societies working across all artforms in the Upper Hunter region.

The grants are aimed at helping artists and arts organisations to get back on track or to take a small but crucial step forward in their creative pursuits. Note that there is a limited pool of funds; it is likely not every applicant will be successful.

### Eligibility

- You must be based in the AUH region (Dungog, Singleton, Muswellbrook and Upper Hunter LGAs)
- You can be an individual artist or an arts organisation including museums and historical societies.
- Your proposal must be arts related
- You must have an ABN

## **What can the grant be used for?**

- A small scale project or workshop
- Equipment, software, consultancy to help you deliver your arts activity online
- Training to upskill the creative or business side of your practice
- Marketing an activity/event/your arts practice/your organisation

## **This grant will NOT support:**

- Competitions, Awards, Prizes, Judging, Fundraising events
- General operating expenses or ongoing costs of long-term continuous projects - exception may be made if you are re-launching after lockdown hibernations
- Projects that have commenced or are completed
- Activities which could be considered part of the curriculum for schools or tertiary institutions
- Non-arts related activities

## **Please consider.....**

- If the project involves young people (under 18 years) the Office of the Children's Guardian Code of Practice must be adhered to including documented Working With Children checks. You will need to supply Working With Children Check number/s before payment can be made.
- Supporting material in the form of photos, video links, web links or Letters of Support can be provided and will be considered in the assessment process. Above all, though, AUH needs to understand how useful or valuable the grant might be and where you think you or your group is going creatively.

- Applications involving a First Nations creative or cultural practice should provide a Letter of Support from an appropriate Aboriginal Land Council or Elder - this can happen after the grant is approved but must occur before any invoice is paid.
- Eligible applications will be assessed, rated and prioritised by Arts Upper Hunter's Assessment Panel. The panel will make final recommendations based on the assessment criteria, the benefit the grant might have on the recipient, and taking into account the needs of the region, the range of projects funded, the broad demographics, distribution, priority groups, and scale.
- Applicants with an outstanding, unacquitted grant from AUH will need to discuss this with the AUH Executive Director: you will not be deemed ineligible, but preference may be given to other applicants.
- For workshops and events, you will be required to provide a Public Liability Insurance certificate prior to payment.

## Key Dates

- Applications open on Monday 25 July 2022.
- Applications close 5pm on Monday 22 August 2022.
- Applications will be assessed soon after.
- Successful applicants will be sent a Funding Agreement for review and signing; they will need to return the signed funding agreements with an invoice to Arts Upper Hunter for the amount granted; invoice must be received by 15 October 2022 or the grant will be forfeited.
- First Nations Letters of Support (if applicable) must be received before funds can be released.
- Projects or expenditure of the grant can commence after the grant is received.
- The expenditure needs to be completed by the end of February 2023.
- You will need to send a short report (acquittal) on how the money was spent by 1 March 2023. If equipment was purchased, please supply receipts.

## **How to apply**

The short application form can be found on Arts Upper Hunter's website. You will need to download it, fill it out and email it to [rado@artsupperhunter.com.au](mailto:rado@artsupperhunter.com.au)

Please provide attachments with your application where appropriate.

It is strongly advised that you ring or email John O'Brien at Arts Upper Hunter before you apply to ensure your project is eligible 0409 382 509 [rado@artsupperhunter.com.au](mailto:rado@artsupperhunter.com.au)