



Cultural Grants Program

Application Form

Council's Cultural Grants are always open and you may submit your application at anytime.

However, applications are assessed twice a year in March and September.

Closing dates for each submission period are:

- The 4th Friday in February – successful projects will receive cheques in May
- The 4th Friday in August – successful projects will receive cheques in November

Applications can be made for up to \$3 000

Date Submitted: _____

This completed form, and supporting material should be returned to:

The General Manager
Kiama Municipal Council
PO Box 75
Kiama 2533

Fax: 4232 0555

Or email to: council@kiama.nsw.gov.au

DIRECTIONS TO APPLICANTS

1. Applications are assessed according to the funding criteria set out in the Kiama Cultural Grants Guidelines. Please read the policy guidelines carefully before filling in the application form.
2. All applicants will be notified in writing of the outcome of their application when Kiama Council announces the decision.
3. Read the application form carefully and complete all the details applicable to you.
4. If you need help with the form, please contact Council's Community and Cultural Development Officer, Louise Croker on 4232 0549 or email louisec@kiama.nsw.gov.au for assistance.
5. Submit all documentation requested on the application form. If you do not provide the necessary documentation and support material, your application may be rejected.
6. Do not use plastic folders or plastic sleeves on any of the material you submit.
7. Keep a copy of your application and any related material for your records.
8. Your application is ineligible if:
 - You have previously received a Kiama Cultural Grant and you have not completed the acquittal for that grant.
 - It is submitted late
 - It is for a fundraising event/project
 - You have already received funding for this event/project

APPLICANT DETAILS

1. **For individuals**, please also attach a summary of your art activities (no more than one page) and in addition include copies of images, video, text etc. (These will not be returned)
2. **For Organisations**, please **also** complete separate section over page
3. Are you a resident of the Kiama Local Government Area? Yes No

Applicant Contact Details (all correspondence will be addressed to this person)

Full name: _____

Postal address: _____

Email: _____

Tel: _____ Mobile: _____

5. For Organisations Only

Organisation Name: _____

Street address: _____

Postal address: _____

_____ P'code: _____

Phone: _____ Fax: _____

Email: _____

Website: _____

6. Head of organisation (ie chairperson, president)

Position : _____

Full name: _____

Postal address: _____

Email: _____

Tel: _____ Mobile: _____

7. Please indicate your organisation's legal status:

- Incorporated Association
- Unincorporated Community Group
- Other eg trust (please specify) _____

8. What date was your organisation formed? _____

9. Please provide a brief statement to describe your organisation?

PROJECT SUMMARY

11. Name of Project: _____
12. Will your project will meet one or more of the following: (*Note: you do not need to meet all the criteria*)
- Provides a strong sense of community spirit
 - Stimulates opportunities for participation and positive community connections
 - Improves community and individual self esteem and wellbeing
 - Encourages participants to explore and pursue positive arts experiences
 - Acknowledges and promotes cultural diversity *ie cultural and linguistically diverse communities, young people, Aboriginal and Torres Strait Islanders, older people, people with a disability etc*
 - Supports local artists in their development within the arts
13. Type of Project
- Public arts project
 - Community project
 - Festival or exhibition
 - Other _____
14. Which of the following does your project involve:
- Visual arts
 - Literary arts
 - Screen
 - Music
 - Performing arts
 - Other _____
15. Estimated start date: _____
Estimated finish date: _____
16. Have you previously received Kiama Cultural Grants funding for this event/project?
- Yes
 - No

18. Outline your reasons for the creation of this project:

FINANCES

19. Australian Business Number (ABN): _____

20. Are you registered for GST? Yes No

Do not add GST onto the amount you are requesting if you are registered for GST.

Anticipated Income (for the project)

Council Cultural Grants Contribution	\$ _____
Cash raised from the project (ticket sales, product sales etc)	\$ _____
Other Grant Funding	\$ _____
Other _____	\$ _____
Total	\$ _____

Expenditure (complete where applicable)

Wages (tutors, artists, coordination etc provide details) \$ _____

Hire of Venue \$ _____

Equipment purchase or hire \$ _____

Hire

Purchase (please attach 2 quotes)

Promotion (please specify) \$ _____

Other _____ \$ _____

Total \$ _____

Total estimated cost of project: \$ _____ Amount requested: \$ _____

DECLARATION BY APPLICANT

I have read the Guidelines relating to grants under this Program. I certify that, to the best of my knowledge, all the information in this application is correct and has been approved by my board of directors or equivalent body, and that I have the delegated authority to sign this application.

I acknowledge that the Kiama Municipal Council has the right to withdraw the offer of funding or demand the return of any funds already paid if it is discovered that any of the information provided is false.

I agree to this application being publicly displayed on Kiama Council's website as an educational and informative tool for future grant applicants.

Name: _____

Signature: _____

Position in organisation: _____

Date: _____