



Regional Arts Development Fund Form 06

PRIVACY NOTICE: SOUTH BURNETT REGIONAL COUNCIL IS COLLECTING YOUR PERSONAL INFORMATION FOR THE PURPOSE OF PROCESSING THIS FORM. COUNCIL WILL RETAIN THESE DETAILS FOR THE PURPOSE OF CONTACTING YOU WITH REGARDS TO ANY COUNCIL RELATED MATTERS. YOUR PERSONAL DETAILS ARE HANDLED IN ACCORDANCE WITH THE INFORMATION PRIVACY ACT 2009 AND WILL BE USED FOR THE PURPOSES OF RESPONDING TO YOU AND WILL NOT BE DISCLOSED TO ANY OTHER PERSON OR AGENCY EXTERNAL TO COUNCIL WITHOUT YOUR CONSENT, UNLESS REQUIRED OR AUTHORISED BY LAW.

1. APPLICANT ORGANISATION Applicant name (individual or organisation)	Before Completing: If you do not hold an ABN, you will need to seek an organisation with an ABN to auspice your application. This form will need to be completed by the auspicng organisation.		
	Postal Address		
Name of Contact Person			
Contact Details	Phone <i>(Business Hours)</i>	Mobile	Fax
Email Address			
2. ABN	What is your ABN:		
	In what name is the ABN registered?		
	Are you registered for GST? <input type="checkbox"/> Yes <input type="checkbox"/> No		
3. RADF Category – Choose One			
<input type="checkbox"/> Developing Regional Skills		<input type="checkbox"/> Building Community Cultural Capacity	

4. SBRC RADF Category – Choose One			
<p>1 <input type="checkbox"/> Local Delivery and Participation in the Arts</p> <p>Objective - To support local creative to deliver cultural activities within the South Burnett Region</p>	<p>2 <input type="checkbox"/> Technical & Professional Skills Development</p> <p>Objective - To facilitate access to affordable development workshops and training, by subsidising the costs of:</p> <ul style="list-style-type: none"> - bringing professional tutors to the South Burnett region to teach creative groups valuable skills or - attendance by local professional and emerging artists at summer schools, workshops or conferences 		
<p>5. PROJECT</p> <p>Describe the activity/event:</p>	<p>Project Name:</p> <p>Short Description (minimum 150 words):</p>		
<p>Date of activity/event start date</p> <p>(If multiple dates please list)</p>		<p>Date of activity/event end date:</p>	
<p>6. PROJECT BUDGET</p> <p>An activity/event budget must be completed for the application to be assessed. (Form 08)</p>	<p>What is the total cost for the activity/event?</p>	<p>Amount of funding requested from Council for this activity/event?</p>	
<p>7. SUPPORTING DOCUMENTS</p>	<p>Please attach the following documents for each artist or arts worker delivering training:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Resume of Artist/Arts worker delivering training <input type="checkbox"/> Letter of Confirmation of intent to deliver training <input type="checkbox"/> Schedule of Fees 		

	<p style="text-align: center;"><i>Please attach the following documents for assessment of application</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Budget form 08 <input type="checkbox"/> Resume of Artist/Arts worker applying for funding to attend workshop/conference/summer school <input type="checkbox"/> Up to two (2) letters of support for activity/event <input type="checkbox"/> Other relevant supporting documentation , please list: <ul style="list-style-type: none"> 1. 2. 3. <p><i>The above documents help to demonstrate the need and benefit to the Community.</i></p>
<p>8. CERTIFICATION</p> <p>To be signed by an executive member of the Organisation</p>	<ul style="list-style-type: none"> • I certify to the best of my knowledge that the statements made in this application are true and correct. • I understand that approval of support is subject to a signed agreement between the South Burnett Regional Council and the applicant. • I understand that the South Burnett Regional Council does not accept any liability or responsibility for the supported activity/event and that it is the responsibility of the applicant to provide the appropriate insurance cover. • I agree a activity/event summary and financial report (acquittal) will be supplied (including a copy of all required receipts) within six (6) weeks of completion. • I have read and understood the Information Privacy and Right to Information Statement below and agree to the use and disclosure of information as outlined in the Statement. <p style="text-align: center;"><u><i>Information Privacy and Right to Information</i></u></p> <p><i>The information you provide in your grant application will be used by the Council to process and assess your application and, if successful, to process, pay and administer your grant. The Council may contact other funding agencies to verify grants requested from other funding agencies in support of your project.</i></p> <p><i>If your application is successful, the Council may disclose the following information to Arts Queensland:</i></p> <ul style="list-style-type: none"> ▪ <i>the information you provide in your grant application</i> ▪ <i>the amount of funding you receive</i> ▪ <i>the information you provide in your outcome report and</i> ▪ <i>text and images relating to your funded activity.</i> <p><i>The Information may be used by the Council or Arts Queensland for reporting purposes, training, systems testing and process improvement. The Information may be anonymised and used for statistical purposes.</i></p> <p><i>The Information may be used by the Council or Arts Queensland for the promotion of RADF or the promotion of funding outcomes for arts and cultural development in Queensland. For this purpose, the Information and your contact details may be provided to Queensland Government Members of Parliament, the media and other agencies who may contact you directly. The Council and Arts Queensland may also publish the Information in their Annual Reports or on their websites.</i></p> <p><i>The Council and Arts Queensland treat all personal information in accordance with the Information Privacy Act 2009.</i></p> <p><i>The provisions of the Right to Information Act 2009 apply to documents in the possession of the Council or Arts Queensland.</i></p>

	<p>Name:</p> <p>Executive Position Held: (If organisation is applying)</p> <p>Signature: Date:</p>
<p>9. LODGEMENT OF APPLICATION</p> <p>Late applications will not be considered.</p> <p>Applications must be postmarked or received by Council prior to the closing date advertised.</p>	<p>Post to: South Burnett Regional Council PO Box 336 KINGAROY QLD 4610</p> <p>Deliver to: Any South Burnett Regional Council Customer Service Centre</p> <p>Fax to: (07) 4162 4806</p> <p>Email to: info@southburnett.qld.gov.au</p> <p><i>Please contact Council's RADF Liaison Officer , Kimberley Donohue on (07) 4189 9100 for any further details</i></p>