

Creative Futures Fund – DELIVERY Stream Application Questions

You can use this document to draft your responses to text questions for the application form. Once drafted you can copy and paste your text into the corresponding boxes in the online application form.

All applications must be submitted via Creative Australia's [Application Management System](#).

If you are registering to use the System for the first time, make sure you register well before the closing date, as it can take up to two business days to process your registration.

The application form includes the following questions:

Organisation:

Location (*drop down menu*)

Primary Contact

Primary Signatory

Has your organisation applied to Creative Australia Before? (*drop down menu*)

How did you first find out about this opportunity? (*drop down menu*)

Protocols

Protocols for using First Nations Cultural and Intellectual Property in the Arts

Applicants working with First Nations artists, communities, or subject matter are required to adhere to the First Nations Cultural and Intellectual Property Protocols published by Creative Australia as a condition of funding. To review the protocols, go to: <https://www.creative.gov.au/programs-and-resources/Protocols-for-using-First-Nations-Cultural-and-Intellectual-Property-in-the-Arts/>, or contact Creative Australia and speak to an Artists Services officer.

Under these Protocols you must provide evidence of appropriate support or permissions from First Nations participants, communities, organisations or Elders. You may also be asked to provide confirmations of First Nations identity for all key people cited as First Nations in your application, or other information relating to these Protocols. Should your application be funded, any failure to provide relevant confirmations or other information when formally requested will be considered a breach of the conditions of our funding agreement. We may request the return of grant monies to Creative Australia.

I am / the organisation is aware of Creative Australia's First Nations Protocols and agree to adhere to them as a condition of funding (*check box*)

Commonwealth Child Safe Framework

Does your activity provide services directly to children, or involve contact with children as a usual part of these activities? (*drop down menu*)

The Commonwealth Child Safe Framework is a whole-of-government policy that sets minimum standards for child safe practices within Commonwealth entities. Creative Australia must ensure that the child safety requirements set out in the Framework are met by the individuals and organisations we fund.

At a minimum, all successful applicants are required to comply with all Australian law relating to employing or engaging people who work or volunteer with children. This includes working with children checks and mandatory reporting.

Successful organisations who do provide services directly to children, or whose funded activities involve contact with children, will additionally be required to implement the National Principles for Child Safe Organisations. These Principles reflect good practice that many organisations will already be working to.

Are you planning to complete any part of this application (e.g. answers to questions, support material, letters of support) in a language other than English?

If Yes

Which language or languages will you use (*drop down menu*)

Please [contact us](#) at least four weeks before the closing date of the grant round to which you are intending to make an application. If you do not contact us at least four weeks before the closing date, we may not have sufficient time to meet your translation needs.

Application

Project Title

Please record the title of your project

No more than 100 characters

Summary of your project

The text provided will help the industry advisors gain a quick overview of your proposed activity. You will be able to describe this in more detail later in the application.

No more than 800 characters

ALIGNMENT AND VIABILITY

Describe your organisation and your lead artists and partners for this project

No more than 2400 characters.

- Include details of the experience that your organisation, lead artist/s and project partners have had in delivering other ambitious creative work with significant audience reach.

Please provide the following information about your key individual artist/s and collaborators

- For **role** of artist/collaborator please describe the role they will play in this project, for example: choreographer, project manager, lighting designer etc.

*Please note that confirmed **lead artist/s** should be evidenced by a letter of support*

Name	Role	Confirmed (Y/N)
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Please provide the following information about your intended project partners

- For **role** of partner, please describe for example: investor; producing partner; presenting partner; research partner; mentor.
- For **confirmation** of partner, please **only select yes** if the partnership and investment is confirmed and evidenced by a Letter of Support.

Name	Role	Confirmed (Y/N)

ALIGNMENT

Tell us about the Australian story you want to deliver

No more than 2400 characters.

- Describe your concept and vision.
- Describe the ambition in your project – this could include ambition in the concept, the way it will be delivered, who it will reach and/or the impact it will have.
- Describe why this level of ambition is only possible with Creative Futures Fund investment.

Explain who owns, or will own the work you will be delivering?

No more than 1200 characters

- Where relevant describe the intellectual property and any agreements that you have in place.

Please describe measures you have/will put in place to ensure your project will be accessible to creatives and personnel no more than 1200 characters

Please describe measures you have/will put in place to ensure your project will be accessible to audiences and communities no more than 1200 characters

Is your organisation a commercial entity and/or are you applying in partnership with a commercial entity?

Y/N

If Yes - FOR COMMERCIAL AND COMMERCIAL/NOT-FOR-PROFIT PARTNERSHIPS ONLY

ALIGNMENT

Please outline how public investment will enable this project to have significant benefits for the not-for-profit arts sector and/or not-for-profit partners

No more than 1200 characters

RECOUPMENT ON CREATIVE FUTURES FUND INVESTMENT

For all projects where the applicant is a commercial entity, and for all not-for-profit led projects with commercial involvement, Creative Australia will negotiate a recoupable funding agreement and will seek to recoup some or all its investment in the project.

Unless otherwise agreed at the contract negotiation stage:

- We will seek recoupment based on Gross Box Office receipts
- Repayments will be made up to seven years after the first presentation of the funded project.

Please note, the questions below will NOT be considered in the assessment and scoring of your project. If your project is invited to Stage 2 we will use your responses to help us prepare for further conversations about a recoupment model if your project is successful.

RECOUPMENT

Please outline any portion of CFF investment you think should NOT be recoupable and explain why you wish to exclude these costs from the recoupable amount if your project is successful

No more than 1200 characters

Recoupment – please outline in brief your proposed approach to recoupment (ie % Gross Box Office royalties.)

No more than 1200 characters

FOR ALL APPLICANTS

IMPACT

Please describe the impact this project will have on your organisation, the artist/s and creatives involved and your partners

No more than 2400 characters

- Please include information about how the project will build the capacity, skills and resilience of your organisation, artists and partners.

Please describe who your work is for and how they will engage with it

No more than 2400 characters

- Include information on your target audience, market, communities, participants etc and how you will reach them.
- Describe how audiences/participants will have the opportunity for meaningful engagement and how they may benefit (include examples from previous showings/iterations of the work where relevant).

Please complete the following fields with your best estimate for your project

- Please provide your best estimate for the number of artists, creative and arts workers who will be paid to work on this project (number field)
- If relevant, please provide your best estimate of the number of individuals who will receive mentoring/training/professional development through this project (number field *optional)
- Please provide your best estimate for anticipated audience/participant numbers for the completed work (number field)

If the estimated audience numbers for this project are limited due to the location or context of the project, please explain this below.

No more than 1200 characters *optional

- Include any opportunities for future audience/participant engagement with the work, i.e. future tours, plans to translate the work into different mediums, plans to share the concept for touring into new collaborative contexts.

Briefly describe how you plan to measure the outcomes of your project for example through monitoring and other data collection activities through to an evaluation project

No more than 1200 characters

Include information on:

- The outcomes you will be measuring
- Your overall approach to measuring these outcomes including:
 - Overall method/s if known
 - Whether this work will be done internally or whether you will engage or partner with an external consultant or organisation
 - How you will resource your intended approach

Please note that successful shortlisted applicants will be asked to provide a detailed outcomes measurement plan for stage 2 assessment. Also note that Creative Australia has commissioned impact evaluation of the Creative Futures Fund as a whole and successful projects will contribute to this evaluation.

VIABILITY AND ALIGNMENT

Activity Details

Your project start and end dates

What are the start and end dates of your project? Please note: Supported activity can commence from July 2026 onwards and must be completed within three years.

You have specified your project dates above. Now, please tell us what you will be doing during this time.

List your main project activities and/or key stages below by clicking on the [+] button below to the right.

Enter activities in the date order they will occur. For projects that include presentation or touring activity, please detail the itinerary here, and whether the activity has been confirmed. While we

don't require written confirmations as part of the application, we may ask for proof of this confirmation at any stage.

Dates	Activity	Location	State/ Country	Confirmed

This will be a table to complete in the Application Management System

Statistical Information

You have outlined your main activities and/or key stages above. Now, please tell us the main location of funded activity. You may select only one main location.

We understand there may be multiple locations where the funded activity will take place. However, please choose one location that best represents where the majority or most important activities will take place.

We use this information for our statistical reporting only. It will not be used in the assessment of your application.

Is the main location of your activity in Australia or another country?

Australia Another country

The following information is for statistical purposes only. It will not be used in the assessment of your application.

Exchange and mobility - national and international

Statistical information captured in this section will help Creative Australia better understand how models of engagement are changing. We are interested in the degree to which artists or participants are working across national and international borders, and whether that involves physical travel, engagement online using digital technology, or both.

Do any of the proposed activities in your application include an international component or an interstate component? (drop down list)

Digital engagement

We would also like to know whether you are planning to use digital and online technologies (such as video calling, online video meetings/conferences, or other platforms) to enable collaboration between artists and other participants. By this we don't mean day to day communication between participants, but rather for collaborative activities like workshops, rehearsals or other key elements of the creative process.

This will help us understand how the nature of creating or developing work is changing into the future.

How will artists or other participants in your proposed activity work together? (drop down list)

Partners and investment

Please estimate total contributions from all partners (including confirmed and unconfirmed):

- Cash
- In-kind

Please list the number of partners (including confirmed and unconfirmed) that are:

- Commercial entities
- Higher Education
- Trusts and Foundations
- Other Not-for-profits
- Government (national, state/territory or local)
- Other

Please identify the main or primary area of practice for your activity (Drop down list)

Select the main purpose of your project (Drop down list)

Are you the person with creative control over this activity? (Drop down list)

Creative Control Demographics: Does the person, or people, with creative control over this activity belong to one of the following? (Check box)

Who is the primary intended audience for your activity? (Drop down list)

VIABILITY

Project Budget

Please download [this budget template](#) and complete, then upload the completed budget with your support materials

*Please note – it will be viewed favourably if the funding request from Creative Australia is no more than **60% of total project costs**. The context of your project and your work to secure additional funding and investment can be outlined below and will also be taken into consideration.*

Provide an overview of your attempts so far to seek additional funding for/investment in this project

No more than 1200 characters

Financial information on Organisation

Please provide information on your organisation's latest operating results forecasted for end of current calendar/financial year.

If you are a calendar year-end organisation, please include a total of actual results for 8 months to 31 August 2025 and forecasted results for 4 months to 31 December 2025. If you are a financial year-end organisation, please provide actual results for the year ended 30 June 2025.

Support Material

You must submit some compulsory support material with your application. The Industry Advisors will review this material to help them assess your proposed activity.

We strongly recommend you curate the support material you provide to be relevant, targeted and easily accessible.

We are happy to accept support material via URLs (weblinks), but Creative Australia will not view any URLs that require log in or to sign up to a platform. Please do not provide links to applications or documents that require users to log in or pay for access.

If you are linking to sites or files that are private or password protected, please provide the password in the password field on the application form.

If you cannot supply support material via URLs, you may upload support material to your application in the following formats:

You can include a maximum of:

- 10 minutes of video and/or audio recording, or
- 10 images, or
- 10 pages of written material (for example, excerpts of writing or scripts)
- Letters of support as required (these should be 1 A4 page per letter and should be combined into one document of pdf)

Please note: if you provide material that exceeds these limits it may not be reviewed by the Industry Advisors.

If you think you will have difficulty submitting your support material online or need advice on what type of material to submit, please contact Artist Services.

Additional compulsory supporting materials, alongside project-specific additional information (where required) will be requested from applicants who are successfully shortlisted for the second stage of assessment.

Compulsory support materials

1. Your completed project budget in the supplied template

2. Letters of Support from the lead artist/s including their vision for the project

3. Letters of Support from your partners that clearly outline their commitment to the project, the role they will play as a partner, and their level of investment (financial or costed in-kind).

4. If relevant, additional Letters of permission or confirmation. Evidence of appropriate permissions and support from First Nations organisations, communities and Elders must be provided if relevant to your application. Please [refer to the First Nations Protocols](#) for more information.

5. Your audited accounts

If your organisation/company is required to audit your financials, please upload your most recent audited accounts. If your company falls into a category where audited accounts are not required, please upload a brief document explaining why (ie you are small, you not a reportable entity etc.).

If you cannot supply these documents via URLs, you may upload to your application as a Word or PDF.

6. Information about the lead artist/s

This should include biographies and examples of previous relevant work/projects.

7. Creative and cultural support material

This should include relevant, recent examples of your creative or cultural work. If you are seeking investment to adapt an existing work, please include examples of this work.

Certification and acceptance of terms

I have the authority to submit this application and by submitting this application acknowledge and agree to the following:

1. The statements in this application are true to the best of my knowledge and the supporting material is my own work or the work of the artists named in this application.

2. Funding decisions

I understand that if my application is successful, details of my funding will be published on the Creative Australia website including, but not limited to, my name. I understand my application may not be funded or may be funded at a different amount than my grant request.

3. Support material

Creative Australia has a licence to reproduce and communicate the support material submitted for the purpose of assessing my application. If any support material submitted includes the copyright of another person, I have obtained this permission from the owner of that copyright.

4. Members of parliament

If this application is approved, I consent to the media and/or members of parliament being given information about the funded project and I may be contacted directly by them.

5. Creative Australia information and advice

I am responsible for any actions and decisions that I have taken based on information and advice given to me by Creative Australia staff and that the actions and decisions I have taken in preparing this application are not the responsibility of Creative Australia.

6. Submitting your application

1) I understand that if I submit my application outside of office hours (Monday - Friday 9am to 5pm Australian Eastern Time) there will be no technical support or administrative support available;

2) if I cannot submit my application by the published closing date and time Creative Australia will not accept a late application;

3) if I submit my application after the online system stops accepting applications to the current closing date, the application will be submitted to the subsequent closing date for that category;

4) in the case of a dispute regarding the submission of my application, Creative Australia will require evidence in the form of an auto-generated email confirming successful submission of my application, or screenshots with the time and date visible. If I cannot produce this evidence Creative Australia will deem the application not submitted.

7. Changes to my application

I acknowledge I can update the 'Activities' and 'Collaborators' details of my application after I have submitted it.

I further acknowledge I will not be able to modify, correct or update any other part of my application once I have submitted it. Creative Australia is not obliged to accept any material submitted by me after the closing date or take such material into consideration when assessing my application.

8. Recipient or administrator details

I will not be able to alter or change the recipient or administrator details I have nominated in this application form except in exceptional circumstances, and only at the discretion of Creative Australia.

9. I understand feedback on my application may be limited to general comments on the category assessed, and that there may be no specific feedback on my application.

10. Personal Information: By submitting this application, you agree to Creative Australia collecting personal information about you. You also agree you have permission to provide personal information about other individuals included in this application.

We collect personal information for the purpose of delivering our services, specifically:

- To assist Creative Australia in fulfilling its functions under Section 11 of the Creative Australia Act 2023, by administering grants and funding to artists and arts organisations
- To assist in ensuring equitable access to funding programs and during the peer assessment of those programs
- To evaluate success, benefits and outcomes of funding programs
- To meet statutory reporting obligations (particularly in relation to access and participation)

This may include sensitive information, such as information about your health, demographic, race, sexuality or professional memberships, where necessary, to ensure your health and safety and to provide our services. By providing this information, you confirm that you have read and consent to the processing of your personal information in accordance with Creative Australia's [Privacy Policy](#)