



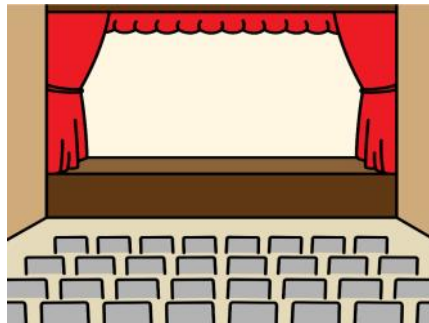
Australian Government

**Creative  
Australia**

# How to apply for money for your arts project



**Easy English**





## Who wrote this book?

Creative Australia wrote this book.

In this book, the words **we** and **us** mean Creative Australia.

## Hard words

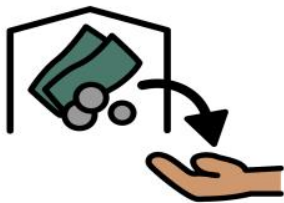


In this book, hard words are in **blue**.

We explain what the hard words mean.

## Who this book is for

This book is for people who want to ask us for a **grant**.



A grant is money we give you to help you do an arts project.

## About this book



This book is about the grant called  
**Arts Projects for Individuals and Groups.**

This book tells you



- who can ask us for the grant

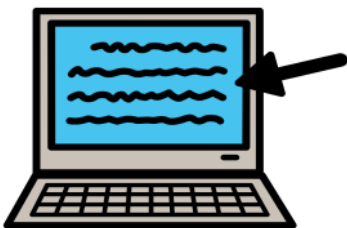
- how to ask us for the grant



- how to contact us to

- ◊ find more information

- ◊ get help with your **application.**



Application means the form you fill out on our  
website to

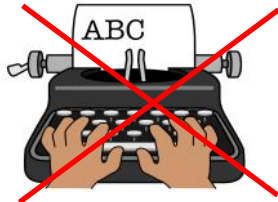
- ask us for the grant

- tell us how you will use the grant money.

You can ask us about different ways to do your application if



- you speak a language that is **not** English, including Auslan



- you have a disability that makes it hard to read or write.

## About the grant



You can ask us for money to help you do an arts project.

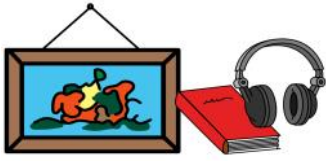


You can ask us for any amount of money from \$10,000 to \$50,000.



We can **not** give the grant to everyone who asks us.

## What is an arts project?



An arts project might be when you

- make a new artwork



- work with an artist



- show your art to other people



- show your art in different places



- improve your skills



- write a book.



You can take up to 2 years to finish your project.

## Who can ask for the grant?



You can ask for the grant if you are

- an artist

or



- an arts worker.

You must be

- born in Australia

or



- allowed to live in Australia forever.



You can ask for the grant

- for one person

or



- for a group.

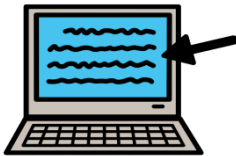
## Who can not ask for the grant?



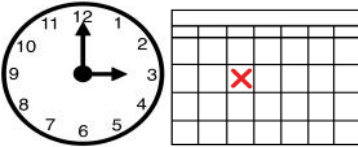
You can **not** ask for the grant if

- you need to give us a report on another grant
- you owe us money.

## When can you ask for the grant?



The dates you can apply are on our website.



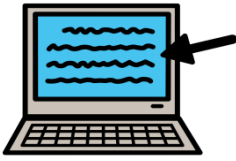
We can help you until 3 o'clock on these dates.

## How to ask for the grant



You need to do 4 things.

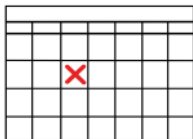
# 1. Fill out an application



You need to fill out an application on our website.

Things you must tell us in the application are

- the name of your project
- what your project is about
- information about you
- when you will do your project
- how much your project will cost.





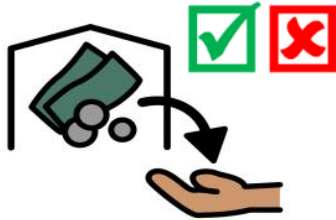
## 2. Choose who will read your application

You must choose your **assessment panel**.



Assessment panel means a group of artists and arts workers who will

- read your application



- decide if you get the grant money.



We can help you choose your assessment panel.

## Assessment panels

The assessment panels you can choose from are



- Community Arts and Cultural Development



- Dance



- Emerging and Experimental Arts



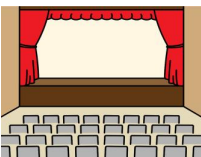
- Literature



- Multi-art form



- Music



- Theatre

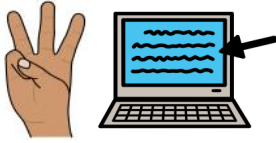


- Visual Arts

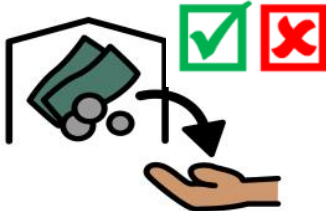


- First Nations Arts and Culture
  - ◇ you must be a First Nations person to choose this panel.

### 3. Answer assessment criteria



You must answer 3 **assessment criteria**.



Assessment criteria means the information we use to decide if your project should get a grant.

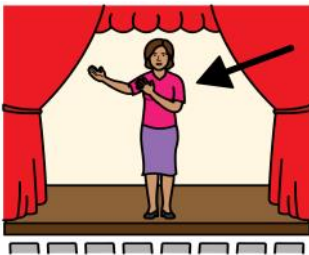
The assessment criteria you must use are

#### 1. Quality



Quality means you tell us about your artwork and ideas.

You might tell us about



◇ what you have done as an artist

◇ what your project is about



◇ how good your art is



◇ what people say about your art.

## 2. Viability



Viability means how well you plan your project.



You might tell us about

◇ what skills you have to do your project



◇ how much money you have to do your project



◇ how you will follow information about the right way to



• work with First Nations artists



• pay artists



• work with children



• be safe during COVID-19.



We can help you find this information.

### 3. The assessment criteria you choose

1. ____
2. ____
3. ?

You must choose the last of the 3 selection criteria.



We can help you choose.

You can choose



- **Australians are transformed by arts and creativity**



This means you tell us what your project will be like for Australians who are in the audience or take part.



For example, you might tell us how your project will

- ◇ be exciting and new



- ◇ make people feel emotions



- ◇ bring people together

- ◇ get people to take part who do not usually take part in the arts.

Or you can choose

- **Our arts reflect us**



This means you tell us how your project will include people from different backgrounds

For example, you might tell us how your project will include



- ◇ people from different cultures



- ◇ people who live in regional areas



- ◇ people with disability



- ◇ First Nations people



- ◇ young people



- ◇ ways to bring people together.

Or you can choose

- **First Nations arts and culture are cherished**

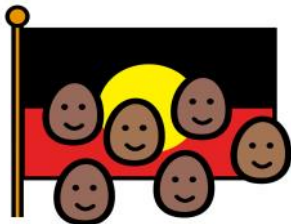


This means you tell us how your project will involve First Nations art led by First Nations people.

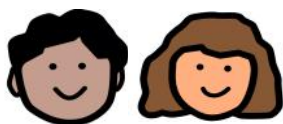


For example, you might tell us how your project will involve First Nations

◇ artists

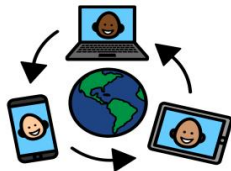


◇ communities



◇ leaders

◇ young people



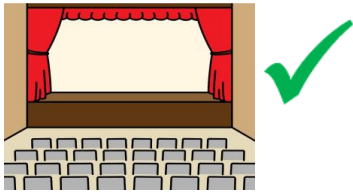
◇ global networks



◇ audiences.

Or you can choose

- **Arts and creativity are thriving**

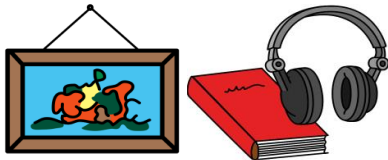


This means you tell us how your project will be good for the arts.



For example, you might tell us your project will

- ◇ help you be a better artist



- ◇ make exciting new art



- ◇ build skills



- ◇ help people make money from art



- ◇ share art with people overseas

- ◇ share art in new ways



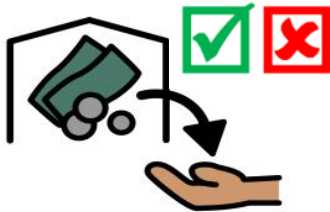
- ◇ help you work with other people or organisations.



## 4. Send us support material on our website



You can give us **support material** with your application.



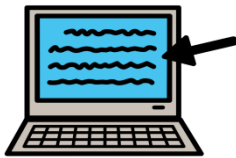
Support material means other things to help us decide if you get the grant.



We can help you choose the support material you give us.



Do **not** send us support material in the post.



You should give us support material on our website.



There are 3 types of support material you can give us.

## 1. Artist information



Artist information means you tell us about

- you
- other artists you work with.



This should **not** be more than 2 pages long.

## 2. Letters of support



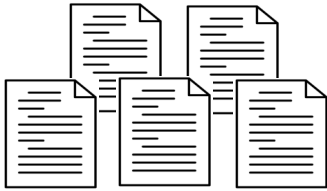
Letters of support means a letter from someone who wants your project to happen.



A letter of support could be from

- another artist
- an arts worker
- an organisation that knows your work
- a First Nations community or Elder.





You can give us 5 letters of support.

### 3. Artistic support material



Artistic support material means you show us examples of your artwork.



This helps the assessment panel know what your project is about.



You can send us 3 links to examples of your work that are on a website. We call these links **URLs**.

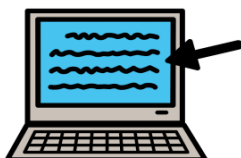


The 3 URLs could link to

- video or sound that goes for 10 minutes



- 10 pictures



- 10 pages of something you wrote.

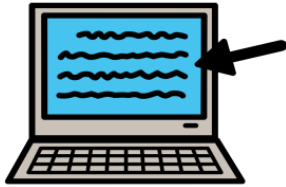


If you can **not** give us URLs you can ask us about other ways to show us your work.

## Our website



You can find more information and apply for the grant on our website.



<https://creative.gov.au/investment-and-development/arts-projects-for-individuals-and-groups/>

## How to contact us



You can contact **Artists Services** at Creative Australia.

Call 1800 226 912



Email [enquiries@creative.gov.au](mailto:enquiries@creative.gov.au)



If you need help to speak or listen use the **National Relay Service**.

Website [communications.gov.au/accesshub/nrs](https://communications.gov.au/accesshub/nrs)

# Notes

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Mandy Whitford from Impact Words Consulting made this Easy English book with Creative Australia.

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