

Artist Professional Development Grant Application Form 24-25

Form Preview

Artist Professional Development

* indicates a required field

Introduction

Country Arts SA's **Artist Professional Development Program** is managed by Country Arts SA.

Artist Professional Development grants are available to support artists and arts workers to participate in professional development opportunities. These grants provide assistance with costs associated with undertaking professional development opportunities such as workshops, conferences, seminars etc. The grants are fast-turnaround and are intended for those who wish to undertake a time sensitive professional development opportunity.

The following activities are considered professional development opportunities:

- participation in unaccredited courses, residencies, workshops etc;
- mentorships with a professional artist whose practice is suitable to your development;
- attending a conference, masterclass, seminar, performance, exhibition etc;
- work experience, internship or volunteer role;
- the engagement of a professional artist (or artists) to run workshops or deliver a presentation in your community – in this instance the grant will be used to cover the travel and accommodation costs of the artist/s that have been engaged, rather than the applicant.

If you are unsure about whether your professional development opportunity is eligible, please speak to a [Country Arts SA team member](#).

Artist Professional Development grant monies may only be spent on:

- Professional development costs - Fees for courses, workshops, masterclasses, seminars, conferences, shows/performances, mentors etc
- Travel costs – Flights, bus, train or tram fares, fuel, taxis (or ride share) fares
- Accommodation
- Meals and incidentals

Travel related grant expenditure cannot exceed the ATO reasonable amounts for travel expenses for the current financial year. Refer to the ATO website for the most up to date information.

Applicants are required to include receipts for expenditure when the grant is acquitted.

Click [here](#) to read the **Guidelines**.

Applying for a Grant

Before starting this application, we encourage you to discuss your application with a [Country Arts SA team member](#) and read the [guidelines](#). This will ensure your application is eligible and will assist you to submit a strong application.

To apply for an Artist Professional Development grant, you must be:

- an individual artist/arts worker over the age of 18 with a sole trader ABN and;

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- a permanent resident of regional or remote South Australia, residing in locations classified as MM2-MM7 according to the Modified Monash Model. Use the following web tool to determine your address classification: <https://www.health.gov.au/resources/apps-and-tools/health-workforce-locator/health-workforce> (Addresses must be classified as MM2-7 according to the **Modified Monash Model 2019**)

Or;

- An Australian incorporated organisation and;
- Actively registered as such on both the Australian Business Register and the Australian Securities and Investment Commission (ASIC) Register.

Applicant's postcode must match that of the ABN.

Have you read the Artist Professional Development Program guidelines? *

☐ Yes ☐ No

Please save this application and read the [Guidelines](#) before continuing.

Have you discussed this application with a Country Arts SA team member? *

☐ Yes ☐ No

Name of Country Arts SA team member *

Date contacted *

Must be a date.

Applicant Details

* indicates a required field

Applicant Name *

☐ Individual ☐ Organisation
Organisation Name

First Name

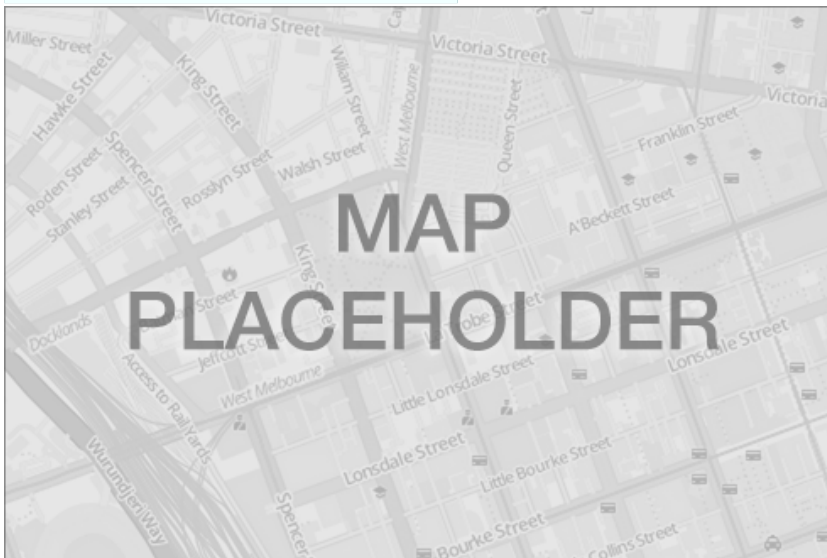
Last Name

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Applicant Contact Person ***Position *****Applicant Primary Address ***

Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Applicant Primary Phone Number *

Must be an Australian phone number.

Applicant Primary Email *

Must be an email address.

What is your South Australian (state) electorate? *

If you do not know, please look it up on this website: <https://ecsa.sa.gov.au/map>

Applicant MM. Please note applicants from MM1 locations are NOT eligible to apply. *

Please use this website to find your MM. Select Modified Monash Model 2019 and enter a physical address <https://www.health.gov.au/resources/apps-and-tools/health-workforce-locator/health-workforce-locator>

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Applicant ABN

Applicant ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN

Do you identify with belonging to any of the following groups?: *

- ☐ Aboriginal and/or Torres Strait Islander
- ☐ Culturally and Linguistically Diverse
- ☐ Elderly
- ☐ LGBTQIA
- ☐ A person with a disability
- ☐ Youth (25 years and under)
- ☐ Would rather not say
- ☐ None of the above
- ☐ Other:

Select all that apply.

Public Liability

Does your activity involve the public? *

☐ Yes

☐ No

If your project involves the public in any way you are liable for any claims of personal injury or property damage. In order to protect your organisation, we suggest you arrange Public Liability Insurance (PLI).

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Working with Children

* indicates a required field

Protocols

Where a project involves children Country Arts SA requires that applicants provide all necessary police and other background checks, as required by the relevant legislation in the State or Territory in which the activity takes place.

In South Australia legislation requires that applicants adhere to South Australia's Working with Children Protocols.

Arts South Australia has developed a set of [protocols](#) to address the depiction of children in works, exhibitions and publications for recipients of government funding. These protocols are based on, and are consistent with, the [Children in Art Protocols](#) developed and applied by Creative Australia, and are intended to apply to grants administered by Arts SA, Carclew and Country Arts SA.

Does your activity (at any stage) involve working with children and/or young people aged under 18 years? *

☐ Yes

☐ No

Compliance

As you have indicated that your activity will involve working with children and/or young people under 18 years of age, you are required to provide details of your Working with Children card.

For more information about screening checks please visit: <https://screening.sa.gov.au/home>

Name of Person	Working with Children Card Number	Card Expiry Date
		Must be a date.

Activity Details

* indicates a required field

Project Title *

What professional development opportunity are you undertaking? *

Total Amount Requested

\$

Must be a dollar amount.

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What is the total financial support you are requesting in this application?

Please describe how this activity will contribute to your development as an artist/arts worker. What do you hope to get out of it? *

Word count:

Must be no more than 200 words.

What is the commitment required to undertake this opportunity? Please provide details of hours per week and number of weeks you will be dedicating to this opportunity. *

Word count:

Must be no more than 100 words.

Select the artform/s your activity will focus on: *

- ☐ Arts administration/management
- ☐ Circus
- ☐ Community Arts and Cultural Development
- ☐ Craft
- ☐ Dance
- ☐ Film/Screen Arts
- ☐ Literature
- ☐ Multi-artform/Cross-artform
- ☐ Music
- ☐ New Media
- ☐ Photography
- ☐ Textiles
- ☐ Theatre
- ☐ Visual Arts
- ☐ Other:

Select all that apply.

Activity Period

Project Start Date: *

Must be at least 10 working days from the date of submission and prior to 30.06.2025.

Project End Date: *

Must be no more than 12 months from the start date.

Activity Location

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Town/Suburb Name *

If online, enter your town/suburb name.

Postcode *

Evidence of Activity

Evidence that you'll be participating in the activity MUST be attached for your application. Please attach at least one of the following:

- Email or letter of confirmation of your participation in the activity
- Acknowledgement of registration, receipt or invoice for payment of course, workshop, seminar, masterclass etc fee
- Email or letter from from mentor, facilitator etc
- Confirmation of residency, work experience placement, volunteer opportunity, internship etc
- Ticket to performance, exhibition etc
- Other types of evidence that confirms your participation

Name of File

Word Document or PDF only

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Evidence of arts practice

Please upload images, letters of support, examples of writing etc (or add weblinks) to show us examples of your arts practice as it relates to this professional development opportunity. You only need to include one or two files or weblinks to fulfill this criteria.

Upload images, documents Add weblinks/URLs here Description
etc here

Please attach a current CV no more than 2 pages. *

Attach a file:

Budget

*** indicates a required field**

Artist Professional Development Grant monies may only be spent on the professional development opportunity itself, travel and/or accommodation costs and meals. Travel costs include: airfares, bus, train or tram fares, fuel, taxis or ride share.

Applicants are required to include receipts for expenditure when the grant is acquitted.

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In-Kind Contribution

In-kind income is a contribution of a good or a service other than money.

It is an opportunity to provide further evidence of your own contribution to the project and/or how your partners will be supporting you.

Some examples include:

- voluntary labour (yours or others on the project)
- donated materials
- use of a venue at no charge
- loan of equipment including vehicles

Calculate loaned or donated goods at the price you would pay for them if you were purchasing or hiring.

In-Kind Source	Description	Value
		Must be a dollar amount.
		\$
		\$
		\$

Income

Income Source	Source - if 'other'	\$ Amount
Country Arts SA (this grant) Applicant (your contribution) Other		\$
		\$
		\$

Expenditure

Expenditure Type	Expenditure Details	Source	Amount
			Must be a dollar amount
			\$
			\$
			\$

Budget Totals

Total In-Kind *

\$

This number/amount is calculated.

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Total Income *

\$

This number/amount is calculated.

Total Expenditure *

\$

This number/amount is calculated.

Your budget must balance to '0' *

\$

This number/amount is calculated.
Must be '0'.

Declaration and Privacy Statement

* indicates a required field

Feedback

How did you find the online application process?

☐ Easy

☐ Neutral

☐ Difficult

Declaration and Privacy Statement

I certify that:

- 1.I am authorised to complete this application.
- 2.I have read the [Artist Professional Development Grant Guidelines](#) for the program that I am applying to.
- 3.All details supplied in this application and in any attached documents are true and correct to the best of my knowledge.
- 4.I agree that I will contact a [Country Arts SA team member](#) immediately if any information provided in this application changes or is incorrect.
- 5.I agree to accept the decision of the assessment outcome.

Country Arts SA respects all personal and confidential information received and will do everything possible to protect information from unauthorised access, loss or misuse. Information collected from you is required for the delivery of the services.

It may also be used by the Trustees/Directors and their representatives to conduct research and customer satisfaction surveys so that we may better understand community needs and can improve service delivery. Should you need to change or access your personal details, please contact a [Country Arts SA team member](#).

I understand that the information above will be used in accordance with [relevant legislation](#) and declare that this information is correct to the best of my knowledge.

I have read and understood this declaration and privacy statement. *

☐ Yes

Authorised Person's Name *

First Name

Last Name

Date of declaration *