

**RADF:**

# CIIP

**CREATIVE INDUSTRIES INVESTMENT PROGRAM**



**Queensland  
Government**



**Sunshine Coast  
COUNCIL**

# CREATIVE INDUSTRIES INVESTMENT PROGRAM - FUNDING GUIDELINES -

*“The Sunshine Coast is alive with arts, culture and creativity.”*  
Sunshine Coast Arts Plan 2023-2038

The Creative Industries Investment Program (CIIP) provides up to three years of funding to organisations and groups for established arts and cultural initiatives that support the strategic development of the local arts ecology and deliver significant cultural benefit to the Sunshine Coast Region. Organisations and groups must demonstrate sustainable arts business models, sound governance and ethical practices including cultural protocols.

The program is jointly funded through The Sunshine Coast Arts and Heritage Levy and the Sunshine Coast Regional Arts Development Fund (RADF).

These guidelines should be read in conjunction with the [Sunshine Coast Creative Arts Plan 2023-2038](#) (Arts Plan), which articulates council’s role in developing and supporting an environment in which the creative arts can flourish. It is available on council’s website at [www.sunshinecoast.qld.gov.au](http://www.sunshinecoast.qld.gov.au)

## PROGRAM OUTCOMES

- First Nations creativity and contemporary cultural expression is celebrated, emboldened and self-determined
- The region’s creatives, artists and sector are professional, skilled and connected
- Arts audiences grow through genuine participation and a diverse range of meaningful and tailored experiences
- Dynamic places and innovative approaches enable artists and audiences to connect, create and share
- Our reputation as a creative region attracts attention, talent and investment.

## ELIGIBILITY

### Who can apply?

- Registered not-for-profit organisations
- Groups and collectives
- Businesses

### Applicants must:

- Operate within the Sunshine Coast Local Government Area or demonstrate the project or program will benefit residents of the Sunshine Coast Local Government Area
- Have appropriate insurance and adhere to sound workplace health and safety practices
- Be able to demonstrate viability and good governance practices
- Have no debt to council, or entered into scheduled payment arrangements with Council, which are being met
- Have met all acquittal conditions of previous Council grants.

Applicants may only submit one application for the Creative Industries Investment Program. Applicants are eligible to apply for other Council funding.

### Who cannot apply?

- Government agencies or departments of local, state or federal government
- Educational, religious or medical organisations, where the application is for the organisation’s core business
- Individuals

## What is eligible for funding?

Annual ongoing programs, events and initiatives that support the program outcomes and priorities. Funding is available to support expenses directly related to delivery of an initiative for example marketing, contractor fees, production costs.

## What is not eligible for funding?

- One-off projects
- Ongoing organisational operational or recurrent expenses
- Entertainment for events without a specific developmental outcome for artists
- A competition, a prize or an eisteddfod, unless it demonstrates clear benefit for local arts ecology and contemporary practice in the region
- Costs of purchase of capital items e.g. equipment, building or vehicles
- Infrastructure works
- Payment of debt
- Projects run solely for commercial profit
- Items included in another grant application
- Projects run solely for fundraising purposes, without broader cultural benefit.

## What funding is available?

It is recommended that requests for funding are between \$5,000 and \$20,000 per year for up to three years. More significant funding may be available for an initiative that demonstrates existing and ongoing significant cultural benefit to the region. Applications for more than \$20,000 must be discussed with council's Creative Development Team before any application for funding is made.

## Program Priorities

- Support and deliver a diverse and accessible program of arts experiences for the Sunshine Coast community and visitors, including creative placemaking, public art, festivals, events and participatory and immersive opportunities
- Build local engagement and support for the arts
- Promote local artists and arts experiences to build the visibility of artists and the region
- Portray First Nations creative activity in an authentic and contemporary way that is reflective of country and respectful of cultural authority
- Support and develop First Nations curators, producers, directors and performers to enable First Nations led initiatives including the development of contemporary work
- Develop the reputation of the Sunshine Coast as a creative destination to live, work and visit
- Support and deliver diverse and relevant professional development initiatives

## Assessment Criteria

### 1. Project Merit

- Demonstrates alignment with the Sunshine Coast Arts Plan 2023-2038 and Program Priorities
- Evidence of need and benefit
- Evidence and quality of previous delivery
- Engages established practitioners and skilled artists and arts workers
- Evidence of consultation, community partnerships and collaboration
- Demonstrate the project or program will benefit residents of the Sunshine Coast Local Government Area

## 2. Viability

- Capacity of applicant to successfully deliver program or initiative
- Realistic and achievable planning and resource use
- Balanced, realistic, and complete project budget
- Role of partners, including confirmation of involvement
- Adherence to relevant cultural protocols
- Regional relevance and evidence of demand
- Clear marketing or engagement approach where relevant
- Level of funding contributed by the applicant and/or others towards the project
- Evidence applicant group is well-established and demonstrates sustainable business models
- Strong history of applicant group successfully delivering the project or initiative
- Evidence of long-term planning and commitment to deliver for funding term
- Demonstrated capacity to deliver for the duration of the investment period
- Evidence that the organisation has inclusive participation policies and practice diversity

## Information for Applicants

### Application Process

New applicants are encouraged to contact council's Creative Development Officer to discuss their application. The investment program is open once per year and applicants can apply for one, two or three years of funding.

Applications consist of a three-stage process:

- 1) Complete an Expression of Interest (EOI) - Applications will be invited only from successful EOI applicants
- 2) Consult with Council's Creative Development Officer on [artsfunding@sunshinecoast.qld.gov.au](mailto:artsfunding@sunshinecoast.qld.gov.au)
- 3) Submit a full online application – a link to the application form will be emailed to you upon acceptance of the EOI.

### Assessment Process

Assessment is based on budget availability and alignment with Assessment Criteria. Panel recommendations are reported to Council for approval. Part-funding may be offered.

### Multi-year funding

Where multi-year funding is allocated, subsequent years of funding will be conditional upon:

- Council's budget availability and approval
- Compliance with funding conditions
- Delivering agreed outcomes
- The organisations commitment to sustainability.

### Agreement / Payment

Successful applicants will be notified via email and will be directed to fill in the online Funding Agreement Form before payment can be made.

Funds must be claimed within three months of notification, except where an extension has been granted. In some instances, there may be specific Conditions of Funding that need to be met before payment can be made.

## Acknowledgement

As a condition of funding, all successful applicants are required to acknowledge Sunshine Coast Council actively and publicly as outlined in the funding program agreement and associated acknowledgement guidelines. In addition, funding recipients must also ensure that Council's positive reputation is maintained.

## Acquittal

All funding must be acquitted annually by 28 January. Annual mid-term progress reports are also required by 28 June for the duration of the agreement.

Organisations will not be considered for further funding from council where previous acquittal conditions have not been met.

## Applicant Support

For further information please contact Council's Creative Development Officer on:

- email: [artsfunding@sunshinecoast.qld.gov.au](mailto:artsfunding@sunshinecoast.qld.gov.au)

For technical support (e.g assistance with logging in or submitting application)

- phone: (07) 5420 8008
- email: [artsfunding@sunshinecoast.qld.gov.au](mailto:artsfunding@sunshinecoast.qld.gov.au)

Note: Office hours are 8.30am – 4.30pm Monday to Friday (excluding public holidays)



Image Credit: Capture by Warwick Gow from 'Samhain' by Basket of Hammers, 2021

The Creative Industries Investment Program is delivered through Sunshine Coast Council's Arts and Heritage Levy and supported by the Sunshine Coast Regional Arts Development Fund.

The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Sunshine Coast Council to support local arts and culture in regional Queensland.