

RADF:

# CIIP

CREATIVE INDUSTRIES INVESTMENT PROGRAM



Queensland  
Government



Sunshine Coast  
COUNCIL

ARTS  
COAST

ARTS+  
HERITAGE  
LEVY



# CREATIVE INDUSTRIES INVESTMENT PROGRAM - FUNDING GUIDELINES -

*“The soul of our community is our flourishing arts ecology: nurturing connections, promoting experimentation and inspiring collaboration”*  
Sunshine Coast Arts Plan 2018-2038

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 Arts Plan 2018-2038](#) (Arts Plan), which is available on council’s website at [www.sunshinecoast.qld.gov.au](http://www.sunshinecoast.qld.gov.au)

## PROGRAM OUTCOMES

- Local artists and artistic content are developed and celebrated
- Arts audiences and creative opportunities flourish through investment and development
- Dedicated network of places and spaces for artists to connect, create and collaborate (physical and virtual)
- Art and creativity are embedded in the identity and experience of the Sunshine Coast.

## 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

- Build the profile, recognition and capacity of artists with a focus on contemporary practice, industry development, presentation and pathways for emerging artists
- Build and strengthen relationships with government at all levels, key local, state and national arts and cultural organisations and education providers
- Support and deliver a diverse and high-quality program of arts experiences for regional audiences
- Identify and implement initiatives to grow arts audiences and participation
- Support a strong network of artists to foster broader connection and collaboration
- Support First Nations artistic endeavours
- Build on the reputation of the Sunshine Coast as a place where the arts flourish and inspire.

## Assessment Criteria

### 1. Project Merit

- Demonstrates alignment with the Sunshine Coast Arts Plan 2018-2038 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 Arts Team 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 Arts team
- 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 organisation's 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. Successful applicants will be required to participate in a skills exchange and capacity development program that will involve group and one on one mentor sessions with a commitment of up to four full days per year.

## 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 Arts team on:

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

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

- phone: (07) 5420 8616
- email: [grants@sunshinecoast.qld.gov.au](mailto:grants@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.

