



**Mission:** *"To encourage and develop, through strong community engagement, the aspirations and talents of emerging artists from all disciplines who have lived, worked or studied in Ballarat"*

## 2024 Annual Grant Round FAQs

### **Q: How do you define an emerging artist?**

A: An emerging artist is someone who has decided to pursue a career in any area of the creative or performing arts, are still travelling their individual journey of learning, developing, and working to establish a reputation in their chosen field. They are able to identify a specific project that will enable them to enhance their bio and take the next step in pursuing their career path.

### **Q: Is there an age limit for applicants?**

A: No there isn't. We acknowledge that different artistic genres 'emerge' at different ages. For example, ballet dancers are typically much younger than visual artists when they make the decision to pursue an arts career.

### **Q: The guidelines say we have to have a 'project'. What does that mean?**

A: A project can be anything that is going to assist you in your next step in following your career path. It could be a piece of equipment; specialist art materials; hiring a space for an exhibition, or performance; publicity costs for an event; international travel to attend an arts course; a new instrument; dance uniform; masterclass/workshop attendance fees etc.

The list is only limited by your creativity and ability to demonstrate through your application that the project is going to assist you in your chosen arts field.

### **Q: Can we apply as a group?**

A: Yes, if your project involves others (ie a band, a performance piece), then you may apply as a group, but one person will need to act as the main applicant/point of contact.

### **Q: Are there any things that BAF will not consider as a project?**

A: Yes, there are:

- ongoing educational fees (e.g. singing lessons, university fees or ballet classes)
- regular travel costs to and from studies
- wages and salaries

### **Q: What are you looking for when you read an application form?**

A: The main thing is that we can see you have taken care and time in preparing the application form.

Before you submit it, check that you have:

- read the Guidelines (found on the Ballarat Arts Foundation website)
- completed **ALL** sections
- checked that the budget is correct
- ensured you have listed all items separately on your budget
- attached at least 2 quotes for any equipment, flights, or hire costs
- listed the required referees, having obtained their permission and provided them with a copy of your application
- submitted it by the published closing date

Remember, the grants round is a competitive process, so the more effort you put into your application the more chance you have of being invited to an interview. The Selection Committee will not be able to assess applications that are not fully completed.

**Q: Are we able to get someone to assist us in applying if we have a disability that makes the online form difficult to complete?**

A: Of course! And in fact, we would suggest you contact us at BAF so that we could work out the most appropriate way for you to apply.

**Q: What happens at the interview?**

A: You get to come and chat to the Grants Selection Committee about your work and your project. You are asked to bring along examples of your work, and during the interview we explore how the project is going to help you progress your artistic endeavours. We may ask you further questions regarding your budget.

**Q: How much do you give for each grant?**

A: There is no official limit. We assess each grant on its individual merit, but of course, have to assess it alongside all the other applications we may receive in that round.

**Q: If you can't support our request in full, does that mean we miss out completely on a grant?**

Not necessarily. If you break down your budget clearly into the different components, and we would like to support your project but can't fund the whole amount, we may offer you part of the total request as long your project would still be able to go ahead.

**Q: We notice that there is a list of Named Awards. But I want to apply for funding for a project that doesn't fall under any of these awards. Can I still apply?**

A: Yes. You don't apply for a specific award; you simply apply for funding for your particular project. The list of Named Awards acknowledges the number generous donors who have a specific interest in supporting a particular genre or artistic focus.

**Q: Is there anything we need to do once we receive the money?**

Yes, when a grant is awarded, you have a set period in which you need to spend the funds, consistent with your application.

**Q: How do you know that we will spend the money on what we say we will spend it on?**

A: If you receive a grant, then at the conclusion of your project, you will need to complete a report (called an acquittal), including a financial reconciliation, that evaluates the project and accounts for how the funds have been spent.

**Q: How long do I have to complete the acquittal?**

A: You will be given an acquittal date – usually a couple of months after you indicate your project should be completed and money spent. However, it is a requirement that all acquittals be forwarded to BAF within 12 months of the grant being awarded at the latest.

**Q: What if circumstances change and I'm no longer in a position to proceed with my project?**

A: Please contact BAF and we can discuss alternative options. Sometimes circumstances change and we can be a little flexible. Otherwise, in the event that the project cannot proceed, or is too far removed from the original intention, then the funds will need to be returned to BAF.

**Contacts**

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