



# Community Grants Guidelines



**The Grants Team is here to help.**

Please contact us if you have any questions regarding Council's grant programs.

📞 1300 COUNCIL (1300 268 624)

✉️ [grants@wdrc.qld.gov.au](mailto:grants@wdrc.qld.gov.au)





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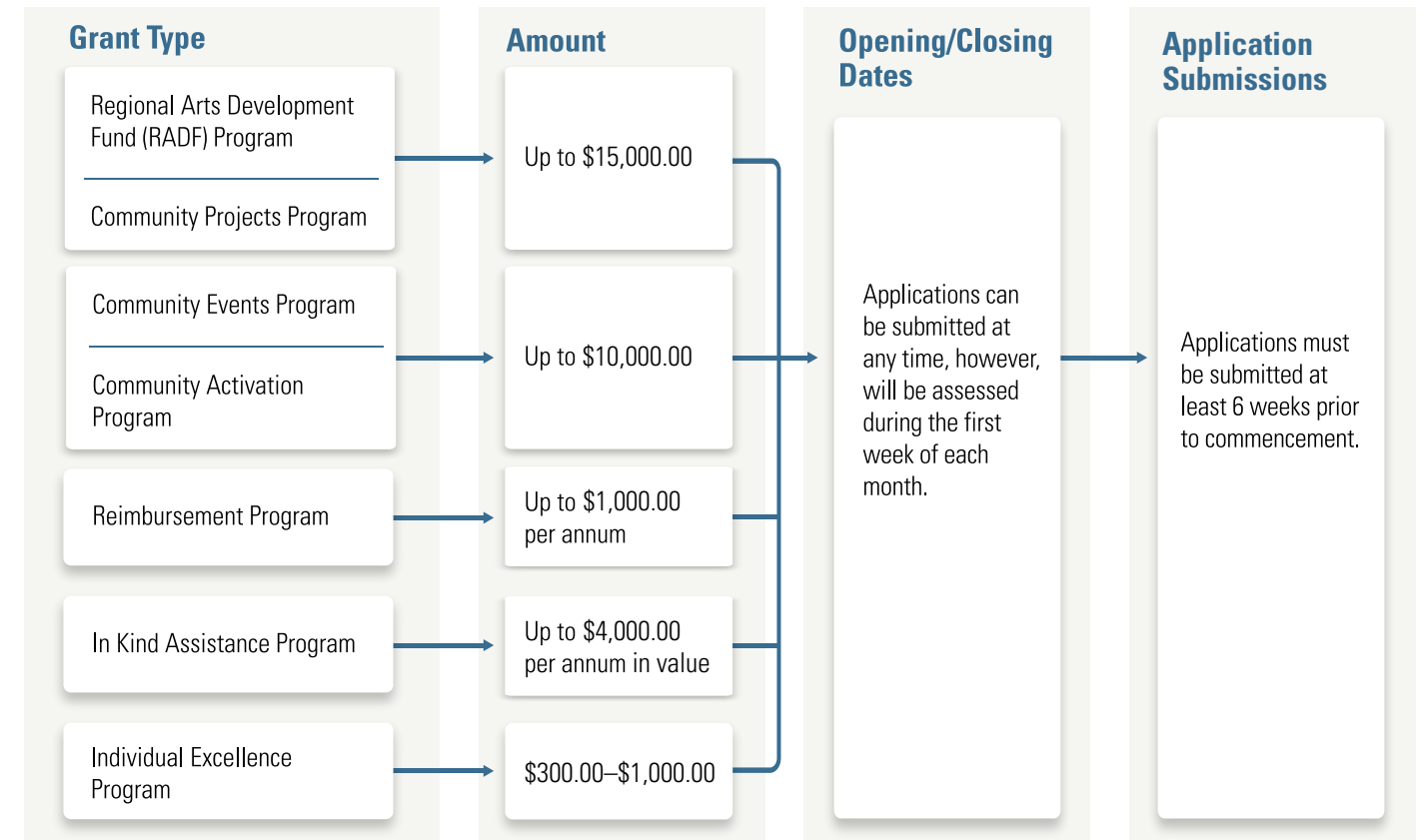
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# Community Grants Guidelines

The Community Grants Program allows community to be empowered, create partnerships, activate their communities and build capacity through the provision of grants. Council offers a variety of grant programs which will assist community groups to achieve their goals.



## In this guide

Community Grants Guidelines	3	Community Projects Program	10
Am I eligible for a Community Grant?	4	Community Activation Program	11
Who is not eligible to apply?	4	Individual Excellence Program	12
What projects are not eligible for funding?	4	In Kind Assistance Program	13
How do I apply?	5	Reimbursement Program	13
Unsuccessful applications	5	New Destination Events Program	14
How is my grant assessed?	6	Major Events Program	16
Acknowledging Council's support	7	Regional Arts Development Fund	18
Where can I get assistance with my application?	8		
What will I need for my acquittal?	8		
Community Events Program	9		

**Related relevant Western Downs Regional Council documents for all applications:**

- Western Downs Regional Council Corporate Plan
- Community Grants - Statutory Policy
- Complaints Management - Council Policy

**Relevant documents for event applications:**

- Western Downs Events Toolkit
- Event Plan template





# Am I eligible for a Community Grant?

All organisations applying for funding should read the specific program guidelines to confirm eligibility under each program. Unless otherwise stated under the individual program, all organisations applying must meet the following criteria:

- Be a community based, non-profit incorporated organisation based within the Western Downs Regional Council local government area.
- Consideration will be given to those organisations based outside of the Western Downs Regional Council local government area where the project/event/initiative is being undertaken within the Western Downs Regional Council local government area.
- Unincorporated organisations must be auspiced by an incorporated body within the Western Downs Regional Council local government area. An auspicing agreement form must be completed and attached to the application.
- Where the organisation is an unincorporated local member/branch of a registered charity or other organisation, they must be affiliated

- with an incorporated State body. The State body is to be the auspicing body for the purpose of the application.
- Must meet the specific eligibility criteria of the funding program as set out in the guidelines. A higher assessment weighting will be given to those groups who financially contribute towards the project.
- Applications for projects/events commencing prior to the notification of the outcome of the funding will not be eligible for consideration.
- Have an adequate level of public liability insurance for the project/event (where appropriate).
- Have an active ABN (Australian Business Number).

**Individuals may apply under the Individual Excellence Program and Regional Arts Development Fund. Please read the criteria under these programs for eligibility requirements.**

# Who is not eligible to apply?

Your organisation is not eligible\* if you:

- Are a commercial organisation and/or applications for projects or events for a commercial activity.
- Are a Government agency or department of local, state or federal government (including Parents & Citizens groups and Hospital Auxiliaries).
- Are a religious organisation and its Auxiliaries and support groups.
- Are a political organisation or group.
- Organisations or groups that support discrimination in any form.
- Are a charitable or not-for-profit organisation that operates a commercial business (e.g. a not-for-profit commercial scale aged care facility).
- Are a Body or authority established by a Government agency e.g. Chaplaincy Programs, Landcare groups, Fish Restocking groups.
- Are an Organisation with outstanding payments to Council or previous grants that have not been successfully acquitted or have outstanding compliance matters with Council.

- Are Organisations who own or operate a commercial licensed premise and/or gaming machines however, exceptions can be made at the discretion of Council where the licensed premise is utilised in a limited capacity.
- Have objectives or a mission that conflict with those of Council or represent a reputational risk for Council to partner with or support, or be seen to partner with or support.
- Be for the sole purpose of fundraising for transfer to a third party.

Please refer to specific program guidelines to determine if exemptions apply to the above criteria.

*\* Exemptions to organisation eligibility can be made at the discretion of Council and/or its delegate where there is a significant public interest, the application meets the funding criteria and is consistent with the Community Grants Policy. Exemptions may also be applied where specific funding guidelines allow.*

# What projects are not eligible for funding?

- Recurrent projects, or funding for the payment of consumables, salaries and wages.
- Applications for equipment or materials that are solely for administrative purposes.
- Uniforms for individuals or teams.
- Projects considered the core responsibility of other levels of government.

**Program specific eligibility requirements must be met and are detailed under the information for each program.**

# How do I apply?

All applications for grants under the Community Grants Program must be lodged utilising Council's online grants platform, Smarty Grants. A link to the online application forms and eligibility criteria can be found on Council's website: <https://www.wdrc.qld.gov.au/Community-Recreation/Grants-Funding>

Applicants are encouraged to contact a member of Council's Grants Team prior to submitting an application on 1300 COUNCIL (1300 268 624) or by email to [grants@wdrc.qld.gov.au](mailto:grants@wdrc.qld.gov.au).

If you do not have a computer or access to the internet, please visit one of the Western Downs Libraries to use a computer or to access free internet.

# Unsuccessful applications

Council's decision is final. Funding decisions are approved by Council, the Chief Executive Officer or a delegated staff member. Applicants may write to Council to seek clarification on how to improve future applications.

Council's administrative action complaints management framework is the formal process to manage complaints in relation to the grants managements program.





# How is my grant assessed?

- Applications are accepted at any time; however applications will be assessed during the first week of each month.
- Applications must be submitted a minimum of 6 (six) weeks prior to the commencement of the event or project. Please allow up to 6 (six) weeks to be advised of the outcome of the funding application.
- Final approval for the awarding of grants sits with the delegated staff member.
- Applicants will be advised of the outcome of their application via an email from Council's online grants platform, Smarty Grants.
- Payment will be made to the successful organisation's official nominated bank account.

## Grant Administration

The following principles underpin Council's approach to the administration of community funding and support:

- Good governance – decision making is undertaken in the public interest, processes are effective and efficient and feedback and evaluation mechanisms ensure opportunities for improvement are identified and addressed.
- Transparency and fairness – processes are transparent, applications are assessed objectively against eligibility and assessment criteria and any conflicts of interests are addressed and declared.
- Access and equity – documents, resources and application forms are publicly available, easy to access and understand, and provide all necessary information in a clear and concise manner.

Grants funds should not be seen by organisations as recurrent funding. Council reserves the right to change its direction on grant funding based on priorities, strategy and cost base. Council may decide to part fund an event, project or initiative.

Applications are scored against funding criteria. Any application not achieving a minimum of 40% of the possible total score may not be funded.

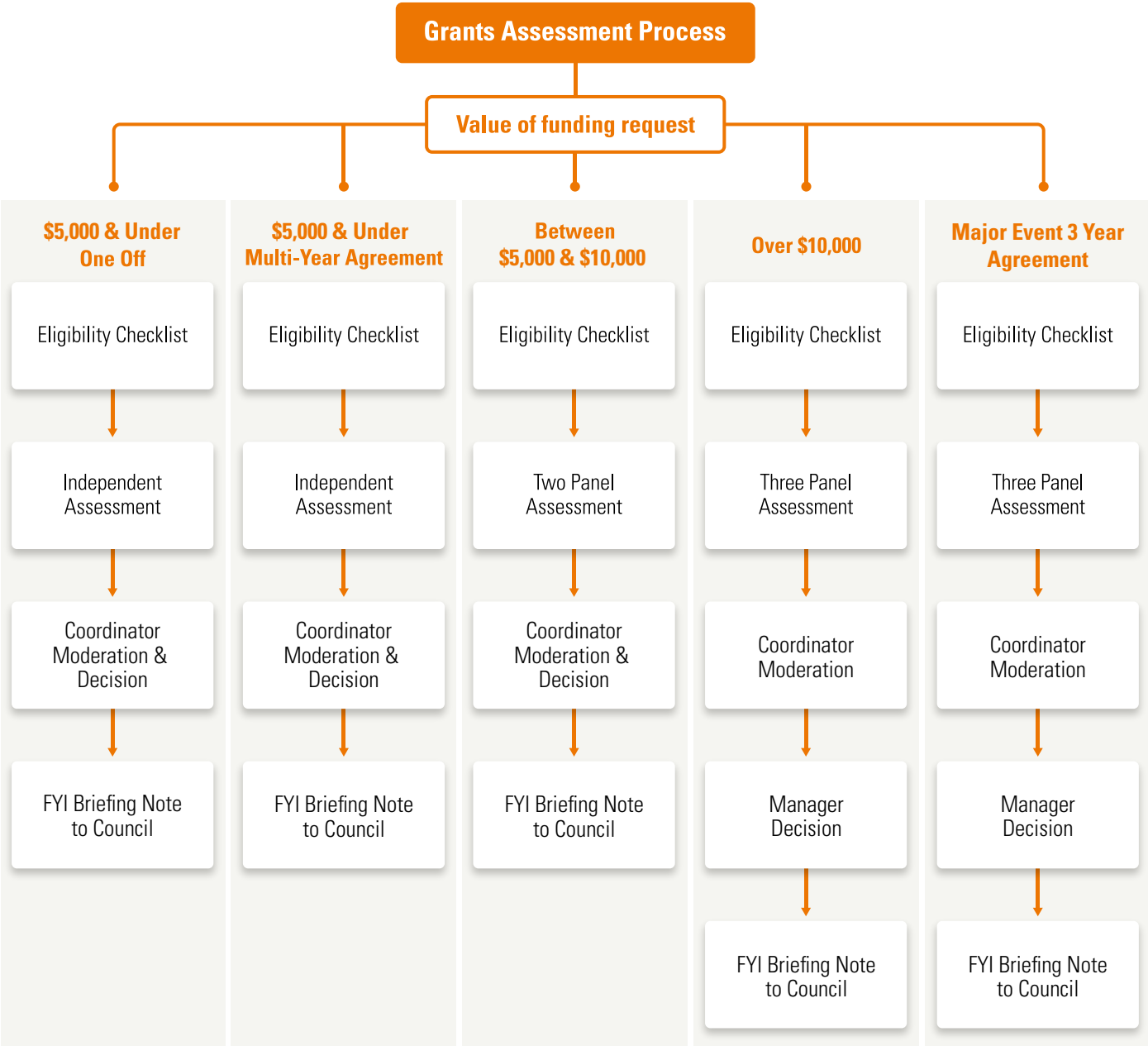
All Council grants are paid exclusive of GST regardless of the tax status of the applicant organisation.



# Acknowledging Council's support

As a condition of funding, all grant recipients are required to publicly acknowledge Council's support in line with the level of funding received. Evidence of this acknowledgement will be required in the funding acquittal. Details of acknowledgement requirements will be outlined in your funding agreement. You can also find information on acknowledging Council's support in the *Information for Applicants* guide available on Council's website.

## Funding Assessment





# What will I need for my acquittal?

All grants, with the exception of In Kind Assistance and Reimbursement programs, must be acquitted. As a minimum, you will be required to provide the following evidence of completion of your program, project or event:

- ✔ A fully complete acquittal form through the online grants portal.
- ✔ Evidence of acknowledgement of Council's funding support.
- ✔ Evidence of completion of the project/event/initiative, including a photo (where applicable).
- ✔ Financial documents such as receipts and invoices for payment of items funded under the grant.

All funding received must be acquitted within six (6) weeks of the completion of the project/event/initiative. Eligibility for future grants will be affected by applicants who do not acquit within the guidelines.

## Where can I get assistance with my application?

For information and support with funding applications, the online grants platform or assistance with planning your project, event or activity, please contact Council's grants team:

- Email: [grants@wdrc.qld.gov.au](mailto:grants@wdrc.qld.gov.au)
- Phone: 1300 COUNCIL (1300 268 624) and ask to speak to a member of the Community Grants Team
- Office hours: 8:00am to 5:00pm Monday to Friday



# Community Events Program

**Outcome:** Our communities are empowered to develop a diverse range of social, cultural and sporting events.

**Description:** Support for social, cultural and sporting events that celebrate our diversity, connect our communities and activate our parks, open spaces and community facilities.

### Priorities:

The Community Events Program supports organisations to undertake activities or programs that contribute to one or more of the following:

- ✔ Empower our communities to develop social, cultural or sporting events
- ✔ Promote participation in volunteering
- ✔ Contribute to the local and regional economy
- ✔ Create activities that unite and connect our people

### Specific Program Guidelines:

A lower priority will be given to events that intend to gift part of the profits to a Charity. If funds are granted, the organisation will be required to retain an amount at least equal to the Council grant amount which is to be directed towards the running of the next event.

Events with the sole purpose of fundraising for transfer to a third party are not eligible for funding.

Requests for funding towards food related expenses is considered a low priority. Other operational expenses would be considered a higher priority.

Council will not support funds towards the cost of purchase of alcohol related products.

If an event is cancelled after a grant has been approved, all grant funds will be required to be returned to Council. If the event is postponed, the applicant will be required to seek approval from Council to retain the approved funds.

Council may not fund an event on a recurrent basis. The intent of the Community Events Program is to assist applicant organisations to achieve sustainability.

Funding is available in three categories. Your funding request must not exceed the amount available in the appropriate category. If you are unsure which category your event falls in, please contact the Grants Team for assistance:

- **Local Community Event** - An event attracting an attendance of up to 500 people and of interest to a local community or a small segment of the region. Typically, this is a single day event. Up to \$750.00 is available in this category.
- **Regional Community Event** - An event attracting an attendance up to 1000 people and will attract attendees from across the Western Downs region, neighbouring regions and provide reasonable economic and social benefits to the region. The event may run more than one day. Up to \$2,500.00 cash and \$2,500.00 In Kind is available in this category to a maximum value of \$5,000.00
- **Significant Community Event** - An event potentially running longer than one day and typically involving up to 2000 people. These events will attract visitors from outside the regional area and provide positive economic and social benefits to the region. This category includes funding for:
  - Historical activities and milestone events e.g. 50 year anniversary and milestone celebrations and significant milestone step celebrations over 50 years. Please note that School P&C's are eligible to apply under this category for historical and milestone events.
  - A detailed full event proposal outlining the significance of your event (template available) must be submitted.
  - Funding between \$5,000.00 and \$10,000.00 is available in this category made up of cash and/or in kind. (In Kind to a maximum of \$4,000.00)
  - Applications in this category will be scored on a weighted criteria to determine the level of funding received. The assessment criteria will be:
    - Uniting and connecting our people
    - Volunteer participation
    - Number of attendees from outside the Western Downs Region
    - Financial viability of the event and the organisation
    - Positive contribution to the local economy



# Community Projects Program

**Outcome:** Our valued spaces and places connect our active community and support volunteerism.

**Description:** Projects that support equipment purchases, capital infrastructure, upgrading of facilities to meet standards, regulations and community expectations, meet changing community needs and/or increase facility usage.

**Priorities:**

The Community Projects Program supports organisations to undertake projects that contribute to one or more of the following:

- ✔ Contribute to well utilised community facilities that connect our communities
- ✔ Support and encourage active volunteering
- ✔ Contribute to attractive, safe and accessible facilities

**Specific Program Guidelines:**

- Applications up to \$15,000.00 may be requested under this funding program.
- The following applicant financial contributions are required (excluding in kind contribution) based on the total project cost:
  - Total project cost of \$5,000.00 and under does not require an applicant financial contribution
  - Total project cost between \$5,000.01 to \$15,000.00 requires a 30% contribution
  - Total project cost of \$15,001 or more requires a 50% contribution
- Organisations will be able to state reasons for a lesser contribution on an individual basis. Community organisations that manage Council owned facilities must submit with their application, written approval from Council’s Facilities Department regarding the proposed project if it directly or indirectly relates to the facility.
- Local Showground management committees and individual representatives of those committees are required to contribute a minimum 50% financial contribution to the total project cost. Total project costs exclude In Kind contributions of the organisation.
- Applications for equipment or materials that are solely for administrative purposes are not eligible.
- Applications for uniforms for individuals or teams are not eligible.
- Applications for recurrent projects are not eligible.
- Council funds cannot be requested for the payment of consumables or for salaries and wages.
- Applicants must attach at least two comparable quotes from local\* businesses for the required products.

*\*Local in this instance is classed as the Western Downs Regional Council local government area.*



# Community Activation Program

**Outcome:** We are a strong sustainable community supported by volunteers.

**Description:** To support community organisations in the Western Downs to improve planning, governance and management practices including volunteer programs. To build capacity, encourage partnerships, long-term planning and self-sufficiency.

**Priorities:**

The Community Activation Program supports organisations to undertake activities or programs that contribute to one or more of the following:

- ✔ Development of improved planning, governance and management practices for community organisations
- ✔ Encourages partnerships and collaboration between community groups
- ✔ Encourages innovative learning and capacity building opportunities
- ✔ Support organisations to build a sustainable volunteer base through attraction, retention, training and recognition initiatives

**Specific Program Guidelines:**

- Council funds cannot be requested for the payment of salaries and wages of staff members.

**Specific Program Examples:**

- Support community groups to strengthen their volunteer capacity through workshops and programs.
- Engagement of an expert to assist with the development of strategic plans, business plans and volunteer programs.
- Hosting community engagement activities to encourage increased membership and volunteering opportunities.





# Individual Excellence Program

**Outcome:** People are active and proud of where we live.

**Description:** Celebrating and supporting individuals (or teams) for excellence in their chosen field, this program will assist individuals residing in the Western Downs Regional Council local government area who are performing or competing at a national or international level.

**Priorities:**

The Individual Excellence Program supports high performing individuals to participate in cultural, academic, sporting or other recreational activities or programs.

**Specific Program Guidelines:**

Criteria	Funding Amount
Individuals selected in a State team to compete at a National Level	\$300.00
Individuals selected in a National team to compete at International Level within Australia	\$300.00
Individuals selected in a National team to compete at International Level overseas	\$500.00
Teams (3 or more individuals) or groups selected in the above categories can apply for a group total	Up to a maximum value of \$1,000.00

Individuals and groups must meet the following criteria:

- ✔ Be a full-time resident of the Western Downs Regional Council local government area.
- ✔ Include written verification from the controlling body (e.g. copy of the letter or document of the selection).
- ✔ Be participating in a formal event or activity sanctioned and supported by the relevant state and/or national body of such sport or activity.
- ✔ Be formally affiliated with a sporting club or association, or school, and the representative honours must be a result of official selection arising from such affiliation.
- ✔ Be deemed or proven to have full amateur status.
- ✔ Applicants are not able to apply under this program for selection in the same sport, recreation or cultural activity at the same level in the one financial year. Applications will be considered if the individual advances to the next level of competition.
- ✔ Team applications must be made by one of the team members (or their parent/guardian if under 18 years of age) or the associated club, with verification from all team members benefiting from the funds that they agree to the application being made. Distribution of funds to team members will be the responsibility of the applicant and confirmation of such distribution will be required in the funding acquittal report.
- ✔ Application must be made prior to the attendance of the event. No funding will be made retrospectively.
- ✔ If the opportunity arises, applicants should acknowledge Council’s support of their endeavours.

## Dux Awards

Academic excellence is celebrated at the conclusion of each year with Schools selecting a Dux Award recipient. \$300.00 is available to Public and Private High Schools in the Western Downs Regional Council local government area to gift to the Dux Award recipient in the highest year level (Year 12 or Year 10 for P-10 Schools). Schools are required to make application online through this program.

After receipt of application and approval, a three-year agreement will be entered into between Western Downs Regional Council and the relevant Schools for the Dux Award commencing in 2024/2025 financial year. Schools are required to successfully acquit each year’s grant before the following year’s payment is made.

A Councillor or Council representative must be invited to present the Dux Award.

# In Kind Assistance Program

**Outcome:** Our communities are empowered to develop local initiatives and events

**Description:** Provision of services or materials within Council’s core business at no charge to a community organisation. These services may include labour, plant and/or equipment.

**Priorities:**

The In Kind Assistance Program supports organisations to undertake projects, programs and events that contribute to one or more of the following:

- ✔ Social, cultural and sporting activities
- ✔ Attractive, safe and accessible community facilities
- ✔ Support and encourage active volunteering

**Specific Program Guidelines:**

- Organisations are entitled to make multiple applications for In Kind assistance, however the maximum level of assistance is limited to \$4,000.00 per group in any financial year.
- School P&Cs, hospital auxiliary groups and religious groups are eligible to apply under this program for provision of equipment only. Where the requested In Kind Assistance relates to an event or activity which is not the core business of these groups and has wider community benefit, the full scope of In Kind Assistance support may be requested.
- Applications MUST be received at least four (4) weeks prior to the In Kind Assistance project date in order for Council to process the application and to schedule the works. No guarantee is given that Council will be able to program or carry out the works in the time frame requested. All requests will be considered however may not be approved if Council resources are not available at the requested time.
- Items requested that incur a third party cost to Council (e.g. hiring of a contractor) will not be approved.
- Requests received outside of the required timeframe will not be guaranteed of assessment or response.
- Waiving of fees and charges for Council facilities is not eligible.
- Applications for modifications to the surface of the covered arena of Dalby Showgrounds are no longer being accepted under the In Kind Assistance Program. Surface modifications are a specialised process which Council staff are no longer able to undertake. Any modifications will be at the hirers time and expense and must be discussed with Facilities staff prior to the event.

# Reimbursement Program

**Outcome:** Our parks, open spaces and community facilities are alive with activities and connect our communities.

**Description:** The Reimbursement Program provides financial support to the volunteer management committees responsible for managing Council owned facilities or those facilities Council is trustee of and the approved user groups or support groups of such facilities. Funding is available towards the costs of Public Liability Insurance.

**Priorities:**

The Reimbursement Program supports organisations that contribute to the following:

- ✔ Recreational spaces and community facilities that connect our communities
- ✔ Support volunteering

**Specific Program Guidelines:**

- Organisations that are responsible for the volunteer management of Council owned facilities or facilities that Council is trustee of or the approved user groups or support groups of such facilities are eligible to apply.
- Applicants must provide evidence of the payment e.g. receipt for public liability insurance.

## Assistance Type

**Public Liability Insurance Reimbursement**

- Assistance will be of a purely financial nature and be provided as a cash contribution. The maximum amount per annum is \$1,000.00 and will be paid on a current policy only.
- Payment will be made for the public liability insurance premium, stamp duty and associated GST components only.



# New Destination Events Program

**Outcome:** To attract a minimum of 3 new destination events to the Western Downs annually.

**Description:** The aim of the Destination Events Program is to support new social, cultural, industry and sporting events for the purpose of attracting overnight visitation from outside the region which will deliver economic benefits to the Western Downs.

**Priorities:**

The Destination Events Program supports events that:

- ✔ Promote tourism and attracts overnight visitation to the Western Downs region
- ✔ Provide economic benefits through local spend and increased visitor expenditure
- ✔ Are aligned with the character and culture of the Western Downs region
- ✔ Demonstrate sound organisational event planning and a comprehensive marketing strategy

**Specific Program Guidelines:**

- A large-scale event preferably running longer than one day and attracting attendance in excess of 1,500 people held within the Western Downs Regional Council area.
- Will attract significant outside of region visitors (minimum 40%) to the Western Downs region and provide substantial economic and social benefits to the region.
- The concept for the event aligns with the character and culture of the local area and fosters community pride.
- This category includes funding for:
  - Boutique themed destination events
  - Industry expos and shows
  - Major sporting events / fixtures
  - New cultural / arts / music / food festivals
- An event management plan must be provided and include as a minimum:
  - Accessibility and inclusion details
  - Detailed event budget
  - Detailed event site plan
  - Marketing plan
  - Risk management plan (including emergency management plan and noise management plan and traffic management plan)
- Applicants must demonstrate their operational and financial capability to deliver and market the event. This may include details of the applicants’ previous experience and capabilities delivering events of a similar scale and nature.

In respect to the event, the applicant must be able to accurately estimate the following information:

- Total number of attendees
- Average length of stay of attendees (excluding locals)
- The daily expenditure of attendees (excluding locals)
- Economic impact data for the event
- Alternative sources of income through sponsorship
- Commentary on how the event will positively enhance the region’s profile as a visitor destination
- Size and type of media coverage for the event
- All not for profit and commercial organisations are eligible to apply for funds under this program.
- Multiple applications for the same event in the same financial year will not be considered.

- Successful applicants are required to submit an acquittal within 12 weeks post event which includes as a minimum:
  - Comprehensive financial report
  - Attendee statistical data, including origin postcode
  - Marketing report
  - Evidence of Council funding acknowledgement

Cash Grants from \$5,000.00 to \$20,000.00. No Council In Kind Assistance is available under this program.

Your funding request must not exceed the total amount allocated by Council and available in this category.

The following acknowledgement is required for this program:

- Western Downs Regional Council branded signage placed in prominent position throughout event site
- Verbal (and video if available) acknowledgement from MC
- Online acknowledgement on social media platforms, event website with prominent placement of Western Downs Regional Council logo
- A site provided free of charge within event zone for Western Downs Regional Council Tourism marquee

A pre-lodgement meeting must be arranged between the applicant, and the Economic Development Team for discussion and guidance.

Where the recipient organisation is registered for Goods and Services Tax (GST), 10% GST will be added to the value of the grant which you must remit to the Australian Taxation Office.





# Major Events Program

**Outcome:** To attract and grow visitation to the Western Downs through event-based tourism.

**Description:** The aim of the Major Events Program is to support organisations to deliver events that drive visitation, attraction, and tourism investment from outside the Western Downs on a recurring basis.

**Priorities:**

The Major Events Program supports events that:

- ✔ Promote tourism and attracts overnight visitation to the Western Downs region
- ✔ Provide economic benefits through local spend and increased visitor expenditure
- ✔ Are aligned with the character and culture of the Western Downs Region
- ✔ Demonstrates sound organisational planning and a comprehensive marketing strategy
- ✔ Demonstrate commitment to sourcing and engaging local businesses where possible
- ✔ Provide experiences for residents through programming and volunteer opportunities
- ✔ Consider the sustainability and growth of their event to ensure it remains future fit
- ✔ Are ongoing either through an annual or biennial schedule

**Specific Program Guidelines:**

- Must be aligned to Council’s corporate strategic direction as outlined in the Tourism & Destination Events Strategy 2023-2028 and the region’s cultural identity, heritage and/or history
- Must be an existing large-scale event preferably running for more than one day and with an attendance of more than 1,500 people of which a minimum of 40% are from outside of The Western Downs region.
- An Event Management Plan must be provided and include, as a minimum:
  - Accessibility and inclusion details
  - Detailed event budget
  - Detailed event site plan
  - Marketing plan
  - Risk management plan (including emergency management plan and noise management plan and traffic management plan)
- Potential marketing / promotion exposure must reach at minimum South-East Queensland.
- Applicants must outline the organising committee’s commitment to support the local and regional economy through Local Spend.
- Funding can be used to employ professionals to provide specific services to support the management of operational risks involved with the event.
- Applicants must demonstrate their operational and financial capability to deliver and market the event. This may include details of the applicant’s previous experience and capabilities delivering events of a similar scale and nature.

**Exclusions:**

- This program will NOT support funds for distribution as prize money or for the purchase of prizes or for the purchase of alcohol.
- This program will not support the following events:
  - Town Christmas Celebrations
  - Local Agricultural Shows

**Additional Information:**

All applicants must contact a member of the Major Events Team for a pre-lodgement discussion and guidance.

All not for profit and commercial organisations are eligible to apply for funds under this program.

Funding may be provided in Cash and In Kind Assistance. In Kind Assistance requests must be submitted a minimum of 12 weeks prior to the event.

Your funding request must not exceed the total amount allocated by Council and available in this category. Applications received from commercial entities will be eligible for a maximum of \$20,000.00 in funding including any In Kind Assistance requested.

The term of any approved funding will be for 3 years from commencement of the funding agreement (spanning two events for biennial events and three events for annual events).

Funding will not be provided for events already funded under other Council funding programs.

The provision of a successful acquittal report will be required for the next year’s funding to be provided. Successful applicants are required to submit an acquittal within 12 weeks post event which includes as a minimum:

- Comprehensive financial report
- Statistical data including, but limited to, data on attendees postcodes
- Marketing report
- Evidence of Council funding acknowledgement

The following acknowledgement is required as a minimum for this program:

- Western Downs Regional Council branded signage placed in prominent position throughout event site
- Verbal (and video if available) acknowledgement from MC
- Online acknowledgement on social media platforms, event website with prominent placement of Western Downs Regional Council logo
- A site provided free of charge within event zone for Western Downs Regional Council Tourism marquee

Where the recipient organisation is registered for Goods and Services Tax (GST), 10% GST will be added to the value of the grant which you must remit to the Australian Taxation Office.





# Regional Arts Development Fund

## What is RADF?

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland and eligible local councils across the state.

RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities, across Queensland.

RADF is a flexible fund, enabling local councils to tailor RADF programs to suit the needs of their communities.

## Arts Queensland RADF Core Objectives

RADF objectives are to support arts and cultural activities that:

- ✓ provide public value for Queensland communities
- ✓ build local cultural capacity, cultural innovation and community pride
- ✓ deliver Queensland Government’s objectives for the community

## Western Downs RADF Objectives

- 1 GROW – Capacity building to grow our cultural ecology and economy
- 2 CONNECT – Connect and sustain communities through arts and creativity
- 3 COMMUNICATE – Communicate and celebrate our diverse stories and identities
- 4 ACTIVATE – Activate and experience our places, spaces and heritage

## Who can apply for a Western Downs RADF grant?

The following categories of individuals, sole traders and organisations can apply for a Western Downs RADF grant:

- Individual professional artists, emerging professional artists, arts workers, cultural workers or project coordinators
- Incorporated organisations
- Unincorporated organisations which are auspiced by an incorporated body

Applicants based outside the Western Downs Regional Council local government area are eligible to apply, however they must demonstrate how the project will directly benefit arts and culture in the Council area.

## What does Western Downs RADF not support?

RADF is not intended to be used as the main income source for any professional artist or arts worker or for recurrent funding of projects or organisations, e.g. for the same component of the same event every year.

For more information on categories of individuals and organisations that are not eligible for funding through the Western Downs RADF Program, please refer to the full RADF Guidelines which can be found on Council’s website:  
<https://www.wdrc.qld.gov.au/Community-Recreation/Grants-Funding/Programs/Regional-Arts-Funding>

## Western Downs RADF Program Areas:

- Projects and Events** – To support local creatives to deliver cultural activities for peers in the local area, and engaging audiences from the broader community.
- Professional Development and Capacity Building** – To facilitate access to affordable development workshops and training, by subsidising the costs of professional development and capacity building activities which may include bringing professional tutors (professional artists or arts workers) to the Western Downs, supporting knowledge sharing across the Western Downs, or supporting Western Downs residents to travel elsewhere to engage in professional or technical skills development workshops and conferences to develop their careers, and for ongoing benefit of community.
- Collections and Local History** – To support ongoing work documenting, protecting, conserving, interpreting and digitising local collections to make them more understood and accessible. To support the undertaking of significance and preservation assessments. To discover, document, interpret, celebrate, and preserve cultural heritage, historic and natural assets through oral history and digital storytelling with a view to actively encourage cultural tourism to the region.

For more information on the RADF program, please visit Council’s website:  
<https://www.wdrc.qld.gov.au/Community-Recreation/Grants-Funding/Programs/Regional-Arts-Funding>





Western Downs Regional Council



**The Grants Team is here to help.**

Please contact us if you have any questions regarding Council's grant programs.

 1300 COUNCIL (1300 COUNCIL)

 [grants@wdrc.qld.gov.au](mailto:grants@wdrc.qld.gov.au)

