Award Overview

Amount Up to $10,000

Applications Open for Submission Wednesday, 20 September 2023

Free Online Grant-Writing Workshop Wednesday, 18 October 2023

Applications Close for Submission Wednesday, 8 November 2023

Award Winner Announced Tuesday, 5 December 2023

Projects may take place between 1 January - 31 December 2024

About

Oliver Hetherington-Page

2023 Recipient for
‘Santa Claus is Autistic’

Access Arts Achievement Award was established in 2014 by Life Member Peter Vance and is now supported by CPL – Choice, Passion, Life.

The Award provides funding for Queensland artists and arts workers with disability or who are D/deaf to create, develop, produce, exhibit and/or tour their work. Applicants working in all areas of the arts are eligible to apply, such as producers, writers, or curators.

Applications will be assessed based on the project’s artistic and/or cultural merit, opportunity for professional development and project viability.

See how other artists have benefited:
<http://accessarts.org.au/what-we-do-to-help/grants/access-arts-achievement-award/>

Eligibility Criteria

To be eligible you must be:

* A practicing artist, arts worker or producer who identifies as experiencing physical or mental disability, intellectual impairment and/or is D/deaf
* A Queensland resident
* An Australian citizen or Australian permanent resident
* 18 years of age or over
* You must not be a previous winner, but previous applicants are encouraged to reapply
* Willing to identify publicly as person with disability

The funding can be used for, but is not limited to:

* Creation of new work
* Professional fees for artistic or creative services
* Mentorships, training, workshops
* Access costs
* Production costs including staging, venue hire or publication costs
* Promotion and marketing
* Travel and accommodation (generally not exceeding 15% of project budget)
* Salaries (provided they comply with the recognised industry rate)
* Administration overheads (generally not exceeding 10% of project budget)
* Capital equipment (not more than 10% of project budget)
* Costs of making the activity accessible to a wider audience
(eg Auslan, captioning, audio description, materials in other formats)

The funding may not be used for:

* Any academic course of study
* Any competition or fundraising for an entity
* Retrospective expenses

You may only submit one application for the Award each year.

Selection Criteria

Applicants will be assessed based on the following selection criteria:

Artistic vibrancy

* How does this project contribute to an artistically vibrant career path for yourself or more broadly, to the artistic vibrancy of arts and culture in Queensland?

Development opportunities and impact on career

* How does the project contribute to your professional development?
* How will it enhance your career opportunities?
* How will it build your confidence as an artist/arts worker?

Project viability

* Is the project achievable?
* Is it likely to be completed within your proposed timeline?
* Is the budget realistic?

Application

Please answer all questions in the application form. Answers should be approximately 150 words per question (unless stated otherwise) or 1-2 minutes per video.

Tell us in 50 words or less about the activity or project that would be supported by this Award.

* Tell us what you want to use the Award for (training, mentoring, travel, etc). Give as many details as possible.

Tell us how this Award could help you realise your artistic goals.

* Let us know what you want to achieve in your career and how this grant could help you get there.

Tell us about any partners or mentors that would be involved in your activity.

* If any artists, mentors, partners or venues will be involved in your project, please provide information about who they are and what they will do. Your application will not be disadvantaged if you do not have partners.

Tell us about your current and past artistic career.

* Include information about the type of work you do and the arts projects, exhibitions or performances in which you have been involved.

Tell us about your budget

There is a downloadable budget template in the application form, however you are welcome to submit your budget as a separate document if you prefer.

The budget template is a guide to help you develop your application. It will be used as a basis for discussion between yourself and Access Arts if you are successful.

* You must specify how much funding you are requesting in your application. While you can apply for up to $10,000, you may only require a smaller amount to complete your project successfully. Applicants who apply for less than $10,000 will not be disadvantaged.
* The requested amount must not exceed $10,000.
* The Award will fund up to 100% of your total project costs if the grant request does not exceed $10,000.

Please ensure your estimates are in whole dollars.

**Income:**

This section is asking you to include the following –

* Any earned income – ticket sales, book sales etc – think about what you could make from your art if you were to earn from it.
* Successful grant applications\*, in-kind sponsorship or applicants (you!) in-kind contributions.

\* Do not include the requested amount for the 2023 Access Arts Achievement Award.

 **Expenses/expenditure:**

This section is asking you to include the following –

* Artist or applicant fees or salaries
* Other fees – venue hire, material hire, access requirements
* Production costs – props, costumes, required staffing, printing costs, publication costs
* Marketing costs – promotional materials – printing and promotion, websites, social media etc.

When determining artists fees, you may wish to contact [NAVA](https://visualarts.net.au/contact-us/) for visual arts or [MEAA](https://www.meaa.org/contact/) for performing arts.

If you are including in-kind items, please ensure they match in expenditure and income (i.e. in-kind income cannot pay for cash expenses).

**How to work out your income and expenses:**

* The excel budget template provided has the formulas already created. You will just need to add in your amounts.
* However for the word budget template you will need to add your **INCOME**, and **EXPENSES/EXPENDITURE** to determine a total amount for each section.
* **To determine how much grant money you require, you will use the following formula:**

**TOTAL** **EXPENSES/EXPENDITURE** *minus* **TOTAL INCOME**. The amount you are left with is what you require from the Access Arts Achievement Award – up to the value of $10,000.

*For example, if your total expenses are $24,000 and your total income is $17,000 then you require $7,000 from the Access Arts Achievement Award to cover your costs. $24,000 - $17,000 = $7,000*

* **Sometimes the total amount you require is over the Achievement Award grant of $10,000 –** therefore, you will need to re-evaluate your budget to determine if you can cover that difference.

*For example, if your expenses are $30,000 and your total income is $17,000 the difference is: $30,000 - $17,000 = $13,000. The Award will cover $10,000 of that but you will need to determine where you can find the additional $3,000 to cover your costs*.

* **Your total income and total expenses must be balanced (must be equal).** To determine this balance, use the following formula:

*Total income + requested Award amount = total expenses/expenditure*

Supporting Materials

Your supporting material is part of your application, please provide the highest quality where possible.

For your application to be eligible, you must submit your current resumé and examples of work specific to the project or activity for which you are applying.

We only require material that is listed below, any additional material will not be assessed.

Current resumé (required)

* 1-2 pages maximum
* Outlines your artistic background, experience and achievements

Examples of work (required)

You may select any or a combination of the following:

* up to 3 pages of written material (published writing, research or press),
* up to 6 photographs or images of your recent work,
	+ photographs in .jpg or .jpeg format
* up to 10 minutes of video or sound recording of your recent work,
	+ links to video files should be in .mp3, .mp4, .mov or .wav formats
* up to 3 website addresses linking to your recent work.
	+ online links to documentation (blogs, news articles, other multimedia content)

Letters of support (optional)

* From individuals or organisations who know your work and recommend it, and/or who have offered in-kind or financial support
* Maximum of three support letters can be provided

One high resolution headshot photograph (required)

* High resolution headshot photograph in .jpg or .jpeg format
* Image must be in portrait orientation

Please note that where possible we prefer to receive website addresses or links, PDF or Word documents as support material. **The maximum file size for sending an email to Access Arts is 15MB. If your application exceeds 15MB your application will not be eligible.**

Free Online Grant-Writing Workshop

Wednesday, 18 October 2023 12:30 – 1:30pm via Zoom

To help you make your application Access Arts is running a free online grant-writing workshop.  This opportunity is open to anyone interested in applying for the Access Arts Achievement Award. The workshop will delve into:

* Where to start with your application
* How to brainstorm and frame your project
	+ Does this fit the selection criteria?
* What support material you need for your submission
* How to budget your project
	+ How to use the budget template
* Question and answer time.

To register your interest in this workshop, please submit your details via this link by Monday, 16 October: [accessarts.org.au/grant-writing-workshop](https://accessarts.org.au/what-we-do-to-help/grants/grant-writing-workshop/).

Access Arts Achievement Award – How to apply

Complete the application form [here](https://bit.ly/AchievementAward-23) before Wednesday, 8 November 2023 and prepare your supplementary material. Don’t forget to include your budget.

You are welcome to submit your application in a format that is accessible to you (such as audio, video, printed, dictated, electronic and handwritten). Please contact Access Arts staff to discuss specific format requirements.

We encourage you to apply in advance of the closing date to avoid any technical difficulties that may occur.

If you are unable to use the online application form, please email your completed application form and support material to info@accessarts.org.au. Please cc tim.brown@accessarts.org.au into the email with ‘Access Arts Achievement Award 2023’ in the subject line.

If Successful

The 2023 Access Arts Achievement Award Winner will be announced on Tuesday, 5 December 2023. Further details will be available closer to the date.

An agreement will be drawn up by Access Arts between the successful applicant and Access Arts.

The Award Winner will liaise with Access Arts on expenditure of the funds. Five per cent of the Award will be retained until we receive a satisfactory report and financial acquittal. We ask you to send this within 12 weeks of your project being submitted.

The Award Winner retains the intellectual copyright of his or her project. They must acknowledge Access Arts in all promotional material relating to the Access Arts Achievement Award and use the Access Arts logo wherever possible.

Access Arts reserves the right to release information about projects funded through the Access Arts Achievement Award to the media for other promotional purposes.

Contact Details

Email your completed application form and supporting materials toinfo@accessarts.org.au and cc tim.brown@accessarts.org.au into the email with ‘**Access Arts Achievement Award 2023**’ in the subject line.

If you have any questions about eligibility or your application, please email us at info@accessarts.org.au. Alternatively call us on **07 3505 0311** or **0403 070 661**.

Office hours are 9am to 5pm, Monday to Thursday.