



## FUNDING CONDITIONS

The Regional Arts Fund is designed to support sustainable cultural development in regional and remote Australia and assists the professional skills development of regional artists. The program also facilitates the formation of partnerships and networks, and supports strategic initiatives that address disadvantage in remote, isolated and Indigenous communities.

The Regional Arts Fund (RAF) is an initiative of the Australian Government's regional arts program, which gives all Australians, wherever they live, better access to opportunities to practice and experience the arts. The RAF supports the arts in regional, rural and remote Australia. In Victoria, the RAF is administered by Regional Arts Victoria (RAV)

It is essential to the continuation of Government support for the arts that funding recipients are, and are seen to be, fully accountable for the money they receive. For this reason, the following terms and conditions have been established. These conditions need to be formally accepted before the grant can be paid. If you anticipate problems in complying with any of the conditions placed on this grant you should discuss this with the nominated contact officer as soon as possible.

### Standard Conditions

The following conditions are standard to all grants made under the RAF. By accepting the grant, you agree to be bound by these conditions.

#### Use of Grant

Recipients must submit a final project budget, revised as necessary with their tax invoice prior to commencing the funded activity. This grant can only be used for the purpose specified in the offer of grant. Recipients must seek, in writing, from RAV approval before any variation is made to the funded activity, including the dates on which the activity is to take place.

#### Special conditions applying to this Grant

Any special conditions applying to this grant are explained in the attached Offer of Grant, which forms part of this agreement.

#### Consultation and Monitoring

RAV staff shall have access to any relevant material, documentation or records relating to the funded projects. Grant recipients must respond within 14 days to any written request for information about the funded project.

#### Reporting Requirements/Acquittal Reports

Recipients of funding through the RAF must provide RAV with an acquittal report that provides the following:

- A financial statement detailing project income and expenditure, including a reconciliation of the grant funds received
- A written evaluation of the project

- Documentation of acknowledgement is required including copies of all publicity materials produced for the project and copies of all media coverage about the project including a listing of appearances on radio and TV and websites.
- Completion of RAF evaluation form
- Support material/documentation (if applicable)

Acquittal reports are due 90 days after the nominated completion of the project. If an acquittal report is not satisfactorily submitted, the grant may need to be returned.

### **Intellectual Property and use of Activity Material**

**Activity Material** means any material created through use of a RAF grant.

**Intellectual Property Rights** in Activity Material rests in the artist or community as specified in submissions and reports.

**Moral rights** are the personal rights of the artist and includes the artists right:

1. To be named the author or creator of their work (*the right to attribution*)
2. Not to have their work falsely attributed to another (*the right against false attribution*)
3. To protect their work from unauthorised alteration, distortion or other derogatory treatment that prejudices their honour and reputation (*the right of integrity*)

You will observe the moral rights of the artist/s, regardless of who holds the Intellectual Property Rights.

You will grant to the Federal Government, through RAV, the right to use, reproduce, adapt and exploit the Intellectual Property Rights in Reports for any Commonwealth purpose. RAV will also have the right to use material for promotion of the program.

### **Indemnity and Compliance**

You will indemnify (and keep indemnified) RAV and the Federal Government against any costs, losses, and damage arising from this grant. This means that you will also take out the requisite insurance, including Public Liability Insurance.

If your project significantly involves building or construction, your project must comply with the National Code of Practice for the Construction Industry and the Australian Government Implementation Guidelines. These are available at [www.workplace.gov.au/building](http://www.workplace.gov.au/building)

### **Notice of Project Events**

Recipients are encouraged to send invitations to RAV for performances, exhibitions, launches or similar events so Regional Arts Victoria can forward to the Federal Minister for the Arts and allow the Minister to participate in these events where appropriate. The Ministers Office requires at least two months notice of the event.

### **Acknowledgement of support through the Regional Arts Fund:**

All recipients of the Regional Arts Fund must be acknowledged by using both the Regional Arts Fund logo and Regional Arts Victoria logo.

Advertising and promotional material associated with the project should also contain the appropriate accreditation of the Regional Arts Fund in a prominent place. The text of the message is:

*The Regional Arts Fund is an Australian Government initiative supporting the arts in regional and remote Australia, administered in Victoria by Regional Arts Victoria.*

### **Reproducing the logo**

The department's logo includes the image and text, which should always be used together with the symbol on the left and text to the right as shown. The text font is Meta plus. The logo should not be reproduced any smaller than 3.5cm wide.

### **Acknowledgement of the Australian Government**

The Australian Government requires the RAF grant recipients prominently feature visible recognition of the program's support in all materials, publications and programs related to the grant. The Australian Government's expectation is that acknowledgement of its assistance, while being appropriated to the circumstances, will be commensurate with that given to corporate, or other sponsors or donors, for similar levels of support.

Without appropriate and consistent acknowledgement, audiences are unaware that projects have been funded by the Australian Government under the RAF. The Australian Government, as a major sponsor, therefore requires that its contribution is recognised in the following ways.

### **Advertising and Promotional Material**

A logo, as determined by the Australian Government, must be included in a prominent place on all advertising and promotional material associated with the project (for example; brochures; flyers; posters; press advertisements; and programs). Electronic copies of the RAF and RAV logos are available from [www.rav.net.au](http://www.rav.net.au) (go to Funding section) and also enclosed included in your successful application package.

Priority of logo size and placement should be commensurate with the level of funding provided in relation to that of other funding bodies and/or sponsors.

### **Media Releases**

All media releases regarding the project must include an acknowledgement, for example:

*The project was made possible by the Australian Governments regional arts program, the Regional Arts Fund, which gives all Australians, wherever they live, better access to opportunities to practise and experience the arts. The Regional Arts Fund is administered in Victoria by Regional Arts Victoria.*

### **Acknowledgement of Regional Arts Victoria**

Regional Arts Victoria manages and administers the Regional Arts Fund in Victoria on behalf of the Australian Government and as such, requires grant recipients to include visible acknowledgement via the RAV logo in a prominent place on all advertising and promotional material associated with project. This can be downloaded from the RAV website: [www.rav.net.au](http://www.rav.net.au) (go to Funding section) or by contacting RAV on [enquiry@rav.net.au](mailto:enquiry@rav.net.au) or 03 9644 1800.

**Other Promotion Context**

It is also appropriate to acknowledge the Regional Arts Fund’s contribution to the activity in other promotional contexts, such as opening night speeches, media interviews, etc.



**The above logos are at the minimum allowable size and should be on promotional and other material as described in the above funding conditions.**