



# Creative Public Spaces Small Grants Guidelines

## Overview

The Creative Public Spaces Small Grants program is designed to seed fund the creation and presentation of temporary or permanent art projects, creative activations and interventions in public spaces across the Byron Shire.

Grants of up to \$5,000 are available from a total pool of \$5,000 to:

- Individual artists
- Creative producers
- Artist teams

## Key dates

- 10 May 2021 – Creative Public Spaces grant round opens
- 11 June 2021– Applications close
- 29 July 2021– Notification to applicants

## Objectives

The Creative Public Spaces Small Grants support projects that:

- enable and encourage increased creative activity in public spaces through temporary interventions, projects, experiences, artistic platforms or artworks
- build audiences and offer innovative opportunities for community engagement and participation
- are community-driven and catalyse creative and community partnerships, collaborations and use resources sustainably
- support employment and professional development opportunities for artists
- support diverse creative expression for example ephemeral, digital, temporary or permanent artworks, performances, mini festivals, installations, happenings, workshops or creative activations that reimagine, activate or transform public spaces
- support accessible, diverse and culturally appropriate creative activity
- demonstrate artistic merit, impact and viability

This small grant program aligns with the goals and objectives identified in our Operational Plan and the public art priorities in the Public Art Strategy and Public Art Policy and Guidelines.

# Project Design Considerations & Assessment Criteria

In reviewing your application, ensure that your project addresses the following assessment criteria.

## 1. Audiences, Engagement & Collaboration (25%)

Ability to engage audiences in its development and/or presentation, for example:

- a clear methodology for engaging with relevant stakeholders, or community engagement plan
- if including Aboriginal cultural content demonstrates appropriate permission from local Aboriginal Elders
- track record including demonstrated interest from audiences
- supports diverse cultural expression and participation

## 2. Context (25%)

The proposal is appropriate to the context:

- site specificity
- connection with local themes, community values, and stakeholders
- is lead by a local artist, producer or creative organisation (Northern Rivers based) and are locally determined arts and cultural activities
- sustainability

## 3. Viability (25%)

Ensures professional project execution through consideration of:

- timeframe and budget
- maintenance, provision for quality materials, durability / removal requirements
- safety and risk management and other approvals such as WWC, traffic control, PPE

## 4. Artistic Merit and Impact (25%)

Quality of the project vision, ideas and artistic rationale, contribution to cultural vibrancy and contemporary arts practice including:

- quality of past work, technical skills of the artist/s and demonstrated ability to upscale creative ideas
- artistic impact
- artistic, social, environmental outcomes achieved through the work
- innovation, originality and experimentation
- overall value for money relative to impact.

During the selection process consideration will be given to geographic spread of projects across the Shire.

Value for money, in-kind support or a third party partnership contribution financial / in-kind / delivery support will be highly regarded.

Artist Teams or Artist/Producer collaborations must nominate one point of contact for all administration and communication with Council.

## Eligibility

These grants are open to Northern Rivers' artists and arts producers with a demonstrated ability to upscale creative ideas to deliver projects in Byron Shire.

To be eligible to submit an applicants must:

- be an Australian citizen or resident or hold a valid work permit; and
- live in the Northern Rivers

## Requirements

- All items in the checklist and declaration (in the Application Form) must be supported with appropriate attachments. Note: incomplete applications will not be considered.
- The project will occur within the Byron Shire.
- The artist/artist team is Northern Rivers based and demonstrates relevant experience and capacity.
- Installation methodology is appropriately considered and outlined.
- Maintenance of any permanent artwork fits within identified budget.
- The artwork/ project location is appropriate and relevant approvals can be obtained within the timeframe.
- The artwork/ project does not pose a safety risk and meets relevant building and safety standards. The installation and construction documentation of the project is appropriate.
- The timeline for the project is achievable.
- Applicants will need to:
  - Provide an Australian Business Number (ABN)
  - Hold Public Liability insurance to the value of \$10 million
  - Have a current Working with Children Check, if applicable
  - Have all other necessary clearances, insurances, approvals or certificates

Applicants are encouraged to consider the environmental impact of their work and the responsibilities of art in the public domain, to ensure a healthy natural and built environment for future generations.

Projects could consider minimising environmental impact through production and presentation, in relation to:

- materials
- function
- content
- waste
- implementation
- installation
- maintenance;
- overall contribution to green space.

Temporary activations or artworks can deliver high impact built and natural environment transformations, with low environmental impacts (such as a platform for changing digital projections).

## Copyright

The successful artist/creative team will maintain copyright in their submissions. Council retains permission to use images and ideas in promotion of the grant round and the successful projects of grant recipients in Council promotions. Council will attribute artists in any promotion related to the program.

### What cannot be funded?

- Money for personal use, operational expenses, capital or equipment purchases.
- Projects outside the Byron Shire.
- Cash prizes or commercial gifts.
- Projects that have already been commenced (funds will not be supplied retrospectively).
- Production costs of films, videos, books or other publications.
- Competitions, Prizes and adjudication fees.
- Fundraising events.

## Outdoor spaces

If your application includes plans for activities in outdoor spaces such as streets, laneways, parks or open spaces, you must discuss your project with the Arts and Culture Officer before submitting an application. Such spaces are used for a variety of purposes and restrictions may apply that could affect your project.

Permits are not required as part of the application process, however applicants must demonstrate awareness of any requirements that may have approval, timeframe or cost implications for the project budget. Successful applicants must obtain relevant approvals and permits before the grant is paid.

Applicants are strongly encouraged to review the [Byron Shire Council Events Guide](#) to ensure project approvals and requirements in public spaces are fully considered.

All artists who propose to loan temporary public artwork to Council should have their own insurance and public liability insurance. Proposals for permanent public art installations will require additional review through the Public Art Guidelines and the Public Art Assessment process.

## Assessment Process

A selection committee will assess applications against the criteria and make a recommendation to Council about the grant project proposal. If Council endorses the recommendation, the applicant/s will be notified in writing that their project has been approved for grant funding.

- Once the project has been approved, work can commence
- An acquittal report will be required to receive the final instalment of funds which can be used to summarise the project, the purpose of the project, who was involved, the outcomes, how the money was spent and must include at least one photo
- Evaluation will be based on the Cultural development networks standardised outcome measures.

The funding pool is allocated at the discretion of Council and subject to budgetary constraints annually. Council reserves the right to include a strategic priority area in consideration of grants.

Projects must be submitted on the Application Form provided, with supporting information attached, if relevant. Each project will be evaluated based on the assessment criteria. Late or incomplete applications will not be considered. Projects must be completed within a 12-month timeframe. Applicants must have no outstanding grant acquittals or debts owing to Council.

## Guiding principles

Projects should also align with the following guiding principles as set out in the Byron Shire Public Art Policy:

1. Distinctive Spaces - Create and commission innovative, public art that reflects the values of the Shire's communities.
2. Diverse Art Forms - Encourage new, innovative art forms and styles.
3. Local Skilling and Employment - Provide opportunities for local artists and community members to develop their professional skills.
4. Partnerships - Develop and maintain collaborative partnerships with those involved in public art projects.
5. Local Culture- Public Art will reflect the local cultural diversity, identities, issues, values and sites of significant cultural and natural heritage.
6. Sponsorship - Encourage private and commercial sector contributions to public art and effective mechanisms for partnerships.

Council recognises that high quality public art has the ability to enhance public places and spaces. It can also add immeasurably to a community's sense of place, contribute to civic identity, address community needs, and activate public spaces.

As outlined in the Public Art Policy, Public art acquisitions [projects] will be:

- a) Integral to social and cultural development as outlined in the Byron Shire Community Strategic Plan.
- b) Developed and managed by appropriate procedures and processes
- c) Created considering standards of excellence, in a professional manner
- d) Adequately planned with relevant stakeholders throughout the project duration
- e) Meaningful, aesthetically stimulating and site specific
- f) Aimed to provide a cultural outcome
- g) Supportive of local creative industries.