

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Eligibility

* indicates a required field

Information Privacy and Right to Information Statement

Cassowary Coast Regional Council is collecting your personal information in accordance with the *Information Privacy Act 2009 (Qld)*, and other applicable laws. Your information is being collected for the purpose of processing your application and/or responding to your enquiry. It may be used by authorised Council officers and disclosed to other agencies or third parties where required or permitted by law. Providing this information is voluntary; however, if you do not supply the requested information, Council may be unable to provide the requested service. You have the right to access and amend your personal information held by Council, subject to legal constraints. For more information, please view Council's [Privacy Policy](#) on Council's website www.cassowarycoast.qld.gov.au

If successful, information and images provided as part of this application and its subsequent Outcome Report may be used by Council and Arts Queensland for statistical reporting, the promotion of the RADF Program and promotion of funding outcomes for arts and cultural development in Queensland

I have read and understood the Information Privacy and Right to Information Statement and agree to the use and disclosure of information as outlined in the statement *

☐ Yes

Information for Applicants

Before completing this application form you must read:

- [RADF Guidelines 2026-2028](#)
- [Arts and Culture Policy](#)
- [Time-to-Shine 10 Year Art Strategy](#)

Artists are to complete RADF Eligibility Checklist Form:

- [RADF Eligibility Checklist](#)

To help deliver on Arts Queensland priorities and investment outcomes, you may have chose to focus on the following groups as creators, participants or audiences

- First Nations
- Regional Queenslanders
- People with a disability
- People from culturally and linguistically diverse backgrounds
- Older People (over 55 years of age)
- Youth (12-25 years of age)
- Children (0-11 years of age)
- LGBTIQA peoples

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Arts Queensland expects that your approach in working with these groups will be respectful and that your application will demonstrate how you have considered the needs of the group/s and how you will follow appropriate protocols when working with them. You will need to provide evidence of consultation with, and support from, these groups as part of your funding application.

All funding recipients are required to meet legal obligations including relating to:

- **Accessibility**, including access to web content and safeguarding requirements when working with children, young people or vulnerable adults (Working With Children Check)

Indigenous Cultural and Intellectual Property Rights

Indigenous Cultural and Intellectual Property is based on the principle of self determination and refers to First Nations Peoples interests in protecting their cultures, heritage and working knowledge and includes tangible and intangible aspects of cultural practices, cultural expressions, resources, and knowledge systems. Arts Queensland expects that applicants will respect and acknowledge ICIP, gain appropriate consent from owners prior to ICIP use and pay for the use of ICIP where appropriate. For more information on ICIP please refer to the Arts Law websites ICIP Page https://www.artslaw.com.au/images/uploads/AITB_IndigenousCulturalAndIntellectualProperty.pdf

Intellectual Property Rights and Moral Rights

Applicants must not infringe Intellectual Property Rights or Moral Rights of any person in delivering funded activities. Intellectual Property Rights includes all present and future rights in relations to copyright, trademarks, designs, patents, trade, business or company names, trade secret, confidentiality or other proprietary rights or any rights to registration of such rights. Moral rights means the right of integrity of authorship (the work is not treated in a way that harms the maker's reputation) the right of attribution of authorship (the right to be identified and names as creator of the work) and the right not to have authorship falsely attributed to someone else. For more information and Moral Rights obligations refer to the Arts Law <https://www.artslaw.com.au/information-sheet/moral-rights/> and the Australian Copyright Council Website <https://www.copyright.org.au/>

PLEASE NOTE:

- SmartyGrants does not autosave your work, so ensure you save your application
- SmartyGrants allows applicants to save and return to their work later on
- Applications are not submitted until you click the submit button

Certain sections of this application need supporting documentation. File Types of PDF and JPEG are accepted.

Please make contact on 1300 763 903 or email community@ccrc.qld.gov.au if you require further information

Funding History

Is this the first time you or your organisation has applied for a RADF funding through Cassowary Coast Regional Council

- ☐ Yes
☐ No

Eligibility

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Eligibility checklist *

- ☐ I have successfully acquitted previous RADF Grants and Community Support Grants
- ☐ I have no outstanding debt with Council
- ☐ Have an ABN (or be auspiced by and individual/organization with an ABN)
- ☐ Based in the Cassowary Coast Local Government Area, or if based outside the region, I can demonstrate how the project will directly benefit arts and culture in Cassowary region
- ☐ Hold \$20M Public Liability Insurance and other forms of insurance relevant to the project
- ☐ I am able to obtain appropriate permits for the project/initiative
- ☐ Have read CCRC Regional Arts Development Fund Guidelines
- ☐ Have read CCRC Arts Culture Policy
- ☐ Have read Arts Qld Time To Shine Document
- ☐ I understand that Cassowary Coast Regional Council does not accept any liability or responsibility for the proposal in the application

Contact Details

* indicates a required field

Applicant Details

Applicant *

☐ Individual ☐ Organisation

Organisation Name

Title

First Name

Last Name

Are you applying as an *

- ☐ Individual
- ☐ Group
- ☐ Organisation

Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

Address *

Address

Individual

Name *

Title *

☐ Mr ☐ Mrs ☐ Ms

Other

Do you have Australian citizenship or permanent residency status? *

- ☐ Yes
- ☐ No

Are you under 18 years of age? *

- ☐ Yes

Regional Arts Development Fund Round 1 2026-2027

Form Preview

☐ No

Parent / Guardian Name if under 18 years of age *

Group

Collectives or cooperatives are community groups or groups of artists that are not incorporated but must be auspiced by an incorporated organisation including Local Government, or an individual with an ABN

One person must be nominated as the accountable representative of the collective for management, reporting and financial matters

Name of Group *

Contact Name *

Name of Auspicing Organisation / Individual *

Title

☐ Mr

☐ Mrs

☐ Ms

☐ Other:

Australian Business Number (ABN) Details

Will you / your organisation be responsible for the financial management of the grant if this application is successful?

☐ Yes

☐ No. An auspicing body will be administering any grant that I receive on my/our organisations behalf

ABN Details

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

Tax Concessions

Main Business Location

Must be an ABN.

Are you registered for GST? *

- ☐ Yes
☐ No

Auspiced Application

All individuals, groups/collectives or unincorporated organisations that do not have an ABN, must nominate an individual with an ABN or incorporated organisation to take responsibility for any grant that may be offered.

Only complete this section if you are nominating an accountable organisation or individual to administer the grant on your behalf who will also be responsible for submitting a financial report at the end of the project.

Who is your auspicing arrangement with? *

- ☐ An incorporated body
☐ An individual with an ABN

Name of auspicing organisation or individual *

Contact person for auspicing organisation *

Are they registered for GST? *

- ☐ Yes

Address of auspicing organisation or individual *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Phone Number *

Must be an Australian phone number.

Email *

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Must be an email address.

Organisation

Incorporation number of Organisation (If this does not apply to you please put N/A) *

Describe the nature of your organisation, its core products and services (If this does not apply to you please put N/A) *

Project Details

* indicates a required field

Project Title: *

In approx. 30 words describe your project. This statement will be used to promote your project in our media releases *

Project Start Date - Must Start After 1 December 2026 *

Must be a date.

Outcome Report Due *

Must be a date.

Total Cost of the Project *

Must be a dollar amount.

Project End Date - Must be completed within 12 months of project start date *

Must be a date.

RADF Investment Requested *

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Project Rationale

Describe your project

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Word count:
Include why it is important

Where is the primary location for the project *

- ☐ Innisfail
- ☐ Tully
- ☐ Mission Beach
- ☐ Cardwell
- ☐ Other

Estimated audience members *

Must be a number.
Estimated number of people who actively participate in activities

Estimated number of people employed in arts and cultural activity *

Must be a number.
Estimated number of artist/people employed (contact or permanent basis)

Volunteers *

Must be a number.
Estimated to support the delivery of the proposed project

Project Activities

Please select the type of activity within the project *

- | | | |
|--|---|---|
| ☐ Skills Development | ☐ Workshops | ☐ Placemaking |
| ☐ Workshops for Community | | |
| ☐ Exhibitions/Collections | ☐ Creative Development of New Work | ☐ Cultural Tourism (Initiatives enhancing local skills, products and services) |
| ☐ Performances | ☐ Professional Career Development | ☐ RADF Training |
| ☐ Publications | ☐ Heritage Protection/Promotion | ☐ Other: <input type="text"/> |
| ☐ Events & Festivals | ☐ Community Consultation | |

What is the main art form of the project please tick one or more *

- | | | |
|---|---|---|
| ☐ Visual arts, crafts and design | ☐ Film/Multimedia | ☐ Literature writing |
| ☐ Events and Festivals | ☐ Community arts/workshops | ☐ Museum/ Heritage collections |
| ☐ Exhibitions/Collections | ☐ Performances/Theatre | ☐ Other: <input type="text"/> |

Target Groups

Will your proposed activity directly target one or more of the following groups as attendees or participants

Regional Arts Development Fund Round 1 2026-2027

Form Preview

- | | |
|---|---|
| ☐ Aboriginal and or Torres Strait islander People | ☐ Career Stage - established |
| ☐ Seniors (55+) | ☐ People who experience disadvantage |
| ☐ Youth (12-25) | ☐ Women |
| ☐ Children (0-11) | ☐ Men |
| ☐ From a culturally or linguistically diverse background | ☐ LGBTQIAT |
| ☐ Career Stage - emerging | |

Project Alignment to Local Government Priorities

Priority area definitions

Liveability and Placemaking Projects that create vibrant, welcoming and attractive places that improve quality of life, build community pride and support local economic activity. This may include events, activations, trails, place-based activities and town centre regeneration.

Youth Engagement Projects that create meaningful opportunities for young people to participate, connect and contribute. This may include activities that build confidence, develop skills, improve wellbeing, strengthen social connection or provide positive alternatives to at-risk behaviour.

Economic Development Projects that stimulate the local economy, create jobs, support new or existing businesses, increase visitation or attract investment to the Cassowary Coast.

Infrastructure Projects involving capital works or physical improvements that support liveability, safety, transport, access or economic activity. This may include pedestrian and active transport routes, precinct development or other community infrastructure.

Sport, Recreation, Health and Wellbeing Projects that support participation in sport and recreation, improve physical or mental wellbeing, or deliver related programmes or infrastructure. This may include initiatives for older people, people with disability, young people, families and other community groups.

Inclusivity and Diversity Projects that foster inclusion, improve access and participation, support people with disability, celebrate diversity and reduce barriers to community life, employment and economic opportunity.

Community Safety Projects that help build safer, more connected and respectful communities. This may include activities that prevent crime, reduce antisocial behaviour, strengthen social cohesion or encourage pride and positive use of public spaces.

Which local government priority area/s does your project support? Select all that apply *

- ☐ Liveability and Placemaking
- ☐ Youth Engagement
- ☐ Economic Development
- ☐ Infrastructure
- ☐ Sport, Recreation, Health and Wellbeing
- ☐ Inclusivity and Diversity
- ☐ Community Safety

Project Alignment Arts & Culture Priorities

Priority area definitions

Celebrate heritage, identity and sense of place

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Projects that foster pride and connection by acknowledging and showcasing the unique stories, traditions, landscapes and built environments that define the region. This includes preserving and promoting the Cassowary Coast's cultural, natural and historical assets, both tangible, such as landmarks and architecture, and intangible, such as customs, language and local knowledge.

Activate places and spaces

Projects that transform public spaces into vibrant, engaging and inclusive places through arts, culture and community-led activity. This may include creative activation of streets, parks, buildings and community hubs to encourage participation, connection and local pride.

Increase and elevate locally produced arts and cultural activities

Projects that grow the visibility, quality and impact of creative work made within the region. This includes supporting more local arts and cultural events, projects and creative expression, while also strengthening recognition, participation and broader community and economic outcomes.

Develop skills and capacity of local artists and arts workers

Projects that support the professional growth, creative development and long-term sustainability of people working in the local arts and cultural sector. This may include training, mentorship, networking, career development and access to resources.

Facilitate cross-industry partnerships and collaborations to increase the social impact of arts activities

Projects that connect the arts sector with other industries, such as health, education, tourism, environment and business, to deliver broader community benefits. These partnerships recognise the role of arts and culture in creating positive social outcomes.

Maximise opportunities for First Nations creatives

Projects that enable First Nations artists, cultural practitioners and creative enterprises to thrive culturally, socially and economically. This may include First Nations-led storytelling, festivals, public art, cultural practice and other initiatives that strengthen cultural identity, connection to place and creative leadership.

Facilitate social outcomes through arts activity, including health, wellbeing and social cohesion

Projects that use arts and cultural activity to improve wellbeing, strengthen belonging and build stronger connections across the community. This may include activities that support mental health, physical wellbeing, inclusion and social cohesion.

Which arts and cultural priority area/s does your project align with? Select all that apply. *

- ☐ Celebrate heritage, identity and sense of place
- ☐ Activate places and spaces
- ☐ Increase and elevate locally produced arts and cultural activities
- ☐ Develop skills and capacity of local artists and arts workers
- ☐ Facilitate cross-industry partnerships and collaborations to increase the social impact of arts activities
- ☐ Maximise opportunities for First Nations creatives
- ☐ Facilitate social outcomes through arts activity, including health, wellbeing and social cohesion

Assessment Criteria

* indicates a required field

Applications will be assessed on:

- Eligibility of the project
- How well the RADF criteria are addressed
- How well the project aligns with Council Projects
- Criteria aligned with Arts Queensland *Time To Shine 10 year Art Strategy*
- How well the project aligns with RADF objectives and priorities
- How the project will benefit the community

The RADF Advisory Committee will make decisions based on the following criteria, in accordance with the Arts Queensland RADF Key Performance Outcomes.

High Quality

- Produces or contributes to high-quality arts and cultural initiatives for local communities
- Demonstrates proven capacity to effectively support and deliver arts and cultural services
- Provides evidence of delivery against local arts and cultural priorities

Explain how your project will produce or contribute to high-quality arts and cultural outcomes for the local community. *

Must be at least 250 characters.

Include examples of recent projects, who was involved, and the outcomes achieved.

Describe your organisation's capacity to support and deliver arts and cultural services. *

Include relevant staff or personnel, partnerships, resources, and previous delivery experience.

Explain how your organisation has delivered against local arts and cultural priorities. *

Provide examples and refer to any relevant local plans, strategies, community needs, or identified priorities

Strong Impact

Regional Arts Development Fund Round 1 2026-2027

Form Preview

- **Creates new employment opportunities, skills and development for artists and artwork in Queensland.**
- **Builds new audiences, markets and reputation for Queensland arts and culture.**
- **Demonstrates community and stakeholder involvement in priority setting, decision-making and evaluation.**
- **Responds to community need and helps deliver government priorities for *Arts Qld - Time To Shine 10 year art strategy***

What community need or opportunity does your project respond to, and how does it align with the priorities of Time To Shine *

How will your project create employment opportunities and support skills or professional development for Queensland artists, arts workers or creative practitioners? *

Outline the types of employment, paid opportunities, mentoring, training or professional development the project will provide

How will your project build new audiences, markets or reputation for Queensland arts and culture, and how will community and stakeholders be involved in planning, decision-making and evaluation? *

Describe how the project will grow audiences, markets or profile, and explain how community and stakeholders will help shape and assess the project.

Sustainable Value

- **Demonstrates value for money**
- **Demonstrates sound governance and ethical business practices, including paying no less than industry award rates, recommended rates or agreed minimum rates.**
- **The proposed activity has a strong delivery plan, including an understanding of potential risks and how they will be managed.**

How does your project demonstrate value for money, sound governance and ethical business practices, fair payment practices, and a strong delivery plan including risk management? *

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Tell us why your project is a good investment, how it will be managed properly, how people will be paid fairly, and how you will deliver the project and manage any risks.

Income and Expenses

* indicates a required field

Notes for Budget

For all income and expense amounts indicate in column 3 if these are cash (financial) or in kind contributions by writing cash or in kind

Ensure case expenditure is matched by cash income with the shortfall covered by the RADF Grant

The total of RADF grant request should be no more than 65% of your total project budget.

That is 35% of your income cash and in kind must come from other sources. List RADF components in column 4 Expenses and the total grant amount in both income and expenses

Please note: Council does not pay GST for grant funding

Please note: If any quotes include GST add this in as this will effect the total cost of the project

In-kind Contributions

- In-kind contributions are those contributions if goods or services other than financial contributions (e.g. labour, donated goods or services).
- Volunteers labour is valued at \$52.19 per hour (ABS)
- Professional and contractor in-kind services are generally valued at market rates
- New goods and services donated are generally valued at market rates
- Quotes are required:
 - 1 (one) written quote is required from a local supplier where a local supplier exists for items between \$0 and \$5,000.
 - 2 (two) written quotes are required from a local supplier where a local supplier exists for items between \$5,001 and \$20,999.
 - 3 (three) written quotes are required when there is sufficient competition in the market, and the item is between \$21,000 and \$279,000.

Budget - Estimated Income Sponsorship, Donations, Fundraising

Use whole dollar amounts only

Estimated Income	Total Amount \$	Cash or In-Kind	RADF \$ Component
	Must be a dollar amount.		Must be a dollar amount.
RADF \$ Component	\$		\$
Sponsorship, Donations, Fundraising	\$		\$
Other Grants	\$		\$

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Other Contributions	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Amount *

\$

Must be a dollar amount.

RADF \$

Must be a dollar amount.

RADF Grant Request *

Must be a number.

Budget - Estimated Expenses

Estimated Expenses	Total Amount	Cash or In-Kind	RADF \$ Component
	Must be a dollar amount.		Must be a dollar amount.
Salaries, Fees, Allowances			
Project or Activity Costs			
Promotion, Documentation, Marketing			
Administration Costs			

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Budget Totals

Total Expenditure Amount

This number/amount is calculated.

RADF \$

This number/amount is calculated.

Budget

Notes to Budget

Word count:

Must be no more than 200 words.

Support Material

*** indicates a required field**

Artist/s

A brief CV for all key personnel that the RADF grant will pay for and written confirmation of their participation (for Organisations just the artistic / creative director). The purpose of this is to enable the assessors to determine the quality and suitability of personnel involved. *

☐ Yes

Please upload any additional necessary files *

Attach a file:

Links to examples of previous work for each artists being paid by he RADF fund

An Eligibility Checklist for Professional and Emerging Professional Artists for each artist and artworker involved in your project/activity.

☐ Yes

☐ N/A

Please upload any additional necessary files

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Attach a file:

Partners / Stakeholders / Supporters

Up to three letters of support from individuals, or organisations in your area of practice that provide relevant comment in support of your application. *

☐ Yes

Please upload any additional necessary files *

Attach a file:

Written confirmation from key artists, personnel and venue managers involved in the project, confirming availability and schedule of fees. *

☐ Yes

Please upload any additional necessary files *

Attach a file:

Evidence of working with children checks (where a program/project engages young people up to 18 years) *

☐ Yes

☐ N/A

Please upload any additional necessary files

Attach a file:

Budget

Please upload any written quotes

Attach a file:

Insurance / Certifications

Do you have Public Liability Insurance certificate for \$20 Million or more? *

☐ Yes

☐ No

Please Upload Public Liability Insurance certificate or quote for Public Liability Insurance *

Attach a file:

Regional Arts Development Fund Round 1 2026-2027

Form Preview

Certificate of Incorporation *

- ☐ Yes
- ☐ N/A

Please provide any other support material that may assist your application

Please upload any relevant files to your application eg project plan

Attach a file:

RADF Eligibility Form

Please complete one RADF Eligibility Form for each artist and / or cultural worker paid by RADF.

Copy the link below into your browser. (This form can also be found on Council's website)

File Upload

Attach a file:

Certification

* indicates a required field

Certification

By submitting this application I/we, as the applicant, authorise Cassowary Coast Regional Council to undertake any necessary due diligence and hereby certify that all details provided in this application are true and correct and understand the Council's policy on confidentiality, commercial in-confidence and privacy statement.

- I certify that I am authorised by the organisation to prepare and submit this application.
- I have read the RADF guidelines relating to the grant and certify that to the best of my knowledge the information provided in this is correct.
- I have disclosed full and accurate information of income and expenditure for the project proposed.
- I agree to provide Council with any additional information required to assess this application.
- I agree to comply with all requirements of the grant funding stream and will return any unspent grant monies.
- I will acknowledge the support of Council in all relevant promotional and printed material.

Regional Arts Development Fund Round 1 2026-2027

Form Preview

- I confirm that the appropriate level of Public Liability Insurance will be arranged for the project described in this application.
- I will agree to ensure that all relevant permits, permissions and statutory and legislative requirements are met as part of the project.
- I agree that I/we have met all eligibility criteria and are not subject to litigation.
-

I agree *

☐ Yes

☐ No

Name in Full and Organisation *

Parent / Guardian Name if under 18 years of age

Certification by Auspicing Organisation/Individual

Both the applicant and the auspicing organisation/individual are considered responsible for ensuring the acquittal of grants. I/my organisation agree/s to administer the grant that may be offered to the applicant on their behalf and that the information stated in this application is true and correct.

Name of Auspice Body

Contact person's name in full

Position in group or organisation

I agree *

☐ Yes

☐ No

If applicable