

## Capacity Building Grant for Youth Arts Organisations Guidelines for applicants

**Closes: 11.59pm 1 September 2020**

### Purpose

Capacity Building Grants support Youth Arts Organisations to grow their business or change their business model to encourage organisational sustainability. It is expected the grant will assist in increasing the capacity of staff by skills development, acquiring new information through expert advice, changed operations, or revised organisational purpose or models, for example.

Capacity Building Grants will support Youth Arts Organisations working in any art form developed and presented for, by and with children and young people aged 26 years and under. Offered once per year, Capacity Building Grants will provide grants of up to \$10,000 for activity in the following calendar year.

### Eligibility

Please note: Applications from local councils, schools/educational institutions, commercial entities, organisations without youth arts in their purpose or mission and companies with an annual turnover greater than \$1.5 million are not eligible for this program.

This program is open to organisations that:

- are not for profit incorporated bodies or emerging organisations establishing their governance and structures
- Are based in South Australia
- Have acquitted any previous grants from Carclew and/or Arts South Australia
- Can demonstrate a strong track record of delivering high quality arts programs for children and/or young people
- Demonstrate that appropriate child safe policies and procedures are in place
- Have met with a Carclew representative prior to submitting their application

### General Information

- This program is offered once per year for activity in the following calendar year
- Organisations seeking support for capacity building may apply for up to \$10 000
- Organisations working in any art form or mix of art forms are eligible
- Applicants can only receive one grant for any individual capacity building initiative
- No consultations can take place in the week prior to the application closing date
- Applications must be submitted using Carclew's online application system (see <http://crm.carclew.com.au/applications/>)
- Incomplete applications will not be accepted
- Applications are assessed by a committee, which includes industry peers and Board members. The committee reserves the right to recommend that no proposal in a particular round be funded
- Funding recommendations are endorsed by the Carclew Board

### Capacity Building Grants for Youth Arts Organisations support:

- An organisation's investment in sustainability and capacity to meet the resourcing challenges faced by the sector
- Organisations that identify a capacity building initiative which best meets their particular needs
- Proposals may include, but are not limited to: business coaching, staff professional development, business model development, fundraising strategy, professional grant writing expertise, development



strategy consultancy services, advice on commercial development of products, organisational review and/or restructure, other tailored business services.

## **Capacity Building Grants for Youth Arts Organisations do not support:**

- Projects which have already taken place
- Direct investment in arts program delivery
- Project funding unless for specialist skills development

## **Assessment Criteria**

- Does the application clearly and realistically articulate the issues impacting on the sustainability of the organisation?
- Does the proposed activity have the potential to address the identified need?
- Is there a realistic expectation around the potential impact of the grant?
- Is there a compelling argument that a Carclew Capacity Building Grant will improve the viability of the organisation and materially impact long-term outcomes through improved sustainability?
- Is the proposal clearly planned?
- Is there evidence of commitment to the proposal from the Board (or Senior Management if the organisation does not have a Board)?
- Is the budget fair and reasonable for the proposal, including cost of external expertise?
- Are the professional credentials and the involvement of any coaches, mentors, advisors, consultants or any other external expertise confirmed?
- Has the organisation demonstrated capacity to deliver youth arts activity?

## **Completing Your Application**

Before commencing your application, review and consider the assessment criteria. Include in your application:

- A compelling rationale including evidence of need
- A description of the proposed activity and proposed outcomes and benefits
- Evidence of planning and delivery mechanisms including timelines and proposed personnel
- A realistic budget accompanied by notes
- A description of the impact you expect the grant to have on your organisation
- Letters of confirmation from any external providers named in the proposal
- Confirmation of commitment to the proposal from Board of Governance
- If the project involves Aboriginal or Torres Strait Islander people, evidence of consultation and support for the project

