



# 2018 Career Development Fellowships

## Guidelines for applicants

Closing Date 11:59pm (ACST) 15 July 2017

Register online at [carclew.com.au/Program/Fellowships](http://carclew.com.au/Program/Fellowships)

### Purpose

**Carclew Fellowships support the professional development of emerging artists and arts workers who demonstrate outstanding motivation, talent and potential in their artform or practice.**

**Carclew Fellowships provide financial assistance to emerging cultural and creative industry professionals for:**

- Artistic career building
- Skills development
- Exploration of new art form practice and emerging methods/technologies
- Intensive conceptual development and/or research

### **Areas of practice include (but are not limited to):**

**Arts Administration & Industry Pathways** (e.g. curatorial practice, arts administration, coordination and management, music supervision, technical production, event management)

**Digital Platforms** (e.g. film production/direction, script writing and development, documentary, cinematography, animation, trans-media production, biotechnology and arts, virtual reality, gaming, video art, research into new technologies for screen and media works)

**Performing Arts** (e.g. acting, dance, direction, choreography, music, circus, performance, technical production)

**Visual Arts** (e.g. sculpture, drawing, painting, digital media, photography, design, ceramics, glass, crafts, printmaking, mixed media, installation)

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**Written Word** (e.g. novels, scripts, poetry, prose, spoken word, short stories, long form articles, plays, film scripts, graphic novels)

### Eligibility

- Applicants must be 26 years of age or under at the application closing date.
- Applicants must be an Australian citizen or have permanent resident status in Australia, and be a current resident of South Australia.
  - Applicants who are South Australian residents but temporarily reside out of the state will be considered if preparing to return to SA upon completion of their Fellowship.
- Applicants must articulate how their Fellowship proposal will contribute to the arts and cultural industries in South Australia, particularly if the activity does not take place in South Australia.
- Applicants cannot have repayments due on a QuickstART Microloan.
- Failure to use the correct application format or complete any aspect of the application may make it ineligible.
- If you have previously received Carclew or Arts South Australia funding, you must ensure that you have submitted a satisfactory acquittal before a further funding application can be assessed.

### General Information

- Fellowships are offered for professional development proposals. You can apply for between \$3000 and \$12000 depending on the scope of your proposal.
- Applications are called for once a year, for activity commencing after 1 January in the following year. Please check the closing date on this form or online.
- Applicants are encouraged to establish their eligibility and discuss their proposal with Carclew at least six weeks prior to the application due date.
- No consultations can take place in the week prior to the closing date.
- Consultations will be more beneficial if you have provided a draft application prior to your appointment.
- Project proposals may be submitted online in written or video format. If you choose to submit a short video pitch it must contain the detail of your professional development proposal (i.e. what you want to do, how you will do it and why it should happen).

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- Fellowship recipients are not eligible to apply for other Carclew grants in the twelve month period that they are utilising Fellowship funds.
- Academic Course Fees in the Northern Hemisphere: International academic course fee payments made prior to 31 December by a successful Fellowship applicant may be reimbursed from Fellowship funds. Should an applicant pay a deposit to secure a placement within an academic institution in the northern hemisphere it is at their own financial risk and will not influence the Fellowship Advisory Committee decision.
- Late or incomplete applications will not be accepted.
- Applications are assessed by an independent peer advisory committee comprised of art form representatives. Funding recommendations are endorsed by the Carclew Board and signed off by the South Australian Minister for the Arts.

#### **Carclew Fellowships support (but are not limited to):**

- A course of study that falls outside of the Austudy/Abstudy Award
- One year of a course of post-graduate study
- Mentorships, internships, attachments or residencies
- Skills development workshops, master-classes and summer schools
- Structured networking as part of a broader professional development program
- Dedicated time to develop professional writing
- Reasonable travel costs
- Reasonable living costs whilst undertaking a professional development activity
- Research and/or conceptual development costs

#### **Carclew Fellowships do not support:**

- A course of study that falls within the Austudy or Abstudy award  
**Please Note:** whether you are financially eligible for the above awards is not part of the eligibility requirements, this item refers to whether the course itself is an Austudy or Abstudy approved course in South Australia. Please visit the Australian Government, Department for Human Services online for more info.  
<http://www.humanservices.gov.au/customer/subjects/payments-for-students-and-trainees>
- A course of undergraduate study
- Specific project costs and/or project administration costs
- The purchase of equipment or expenditure for capital items (Film and New Media applicants may purchase smaller items of equipment in negotiation with Carclew)

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- A proposal based exclusively around attendance at arts events, e.g. festivals, launches.
- Costs to complete study that has already commenced at the time of application.
- Activity coordinated by post-secondary institutions or that are a part of tertiary study requirement and/or credits in any way.

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#### Assessment Criteria

- Does the application demonstrate a solid professional development and/or training outcome that will extend the current skills of the applicant?
- If a course of study is proposed:
  - Does it fall outside the eligibility for the Austudy/Abstudy award?
  - Is there evidence of support or confirmation of acceptance from the institution? (If confirmation of acceptance cannot be provided by the application deadline, the application should include a contingency plan which outlines an alternative program)
- If training is to be provided by an organisation or individual, is there evidence of support?
- Is the organisation or artist/mentor able to provide the required level of skills development to enable the applicant to realise the objectives of the proposed program?
- Has the applicant demonstrated:
  - Outstanding motivation, talent and potential in their art form or practice?
  - Commitment to the pursuance of high standards of artistic achievement?
- Is the level of financial support appropriate for the proposal?
- Has the applicant demonstrated how this Fellowship will help them overcome barriers and/or meet challenges they face in developing their artform or practice?
- Does the Fellowship proposal articulate how it will contribute to the arts and cultural industries in South Australia?

#### Completing Your Application

##### Your application must contain:

- A written or verbal (filmed) description of your Fellowship proposal
- Details of two referees, including one who is able to provide specialist advice as a practitioner within their field
- A maximum of three letters of support from industry professionals in the applicant's field.
- A current curriculum vitae or professional biography
- Support material which clearly demonstrates your practice.
- A contingency plan if confirmation of acceptance for a course of study cannot be provided by the application deadline.

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- A budget that includes all costs associated with your professional development proposal. Your budget must be accompanied by notes to budget, including supporting quotes and detail of the basis for budgeted costs (e.g. industry benchmarks, calculations and break downs). Notes to budget should also include contingency planning for significant unsecured funds, other than the requested amount.

#### **Successful candidates will be required to:**

- Finalise their professional development plan with Carclew prior to invoicing for the Fellowship.
- Provide a report/acquittal to Carclew within three months of completing the Fellowship
- Provide documentation of the professional development undertaken for presentation or publication, in negotiation with Carclew.
- Contribute to one artist talk or presentation in the year following the completion of the Fellowship, in negotiation with Carclew.

#### **The online application system:**

- The online application system can be accessed at [carclew.com.au/Program/Fellowships](http://carclew.com.au/Program/Fellowships)
- Click on the link on the right of the page.
- Register if you haven't previously used the system and an email confirmation will be sent to you. Click on the link in the email to commence the online application. (If you cannot locate the confirmation email, check your junk mail folder and add to your safe sender list).
- You can log in, save and return to your application as many times as you like before submitting.
- Ensure your browser is running an updated version - Firefox and Google Chrome both support the online application system.

#### **For further information contact:**

Funding Program Coordinator  
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11 Jeffcott Street  
North Adelaide SA 5006  
Telephone: 61 8 8267 5111  
Email: [b.ashley@carclew.org.au](mailto:b.ashley@carclew.org.au)  
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