

Be Bold Performance Residency Program 2018

GUIDELINES



A creative space to be bold

What are the Be Bold Performance Residencies?

Artists and arts organisations are invited to submit an application for the 2018 Be Bold Performance Residency Program; part of Brimbank City Council's commitment to the creative development of local artists and communities.

Produced by St Albans Community Centre (STACC) and the Bowery Theatre, the program offers two types of residencies based on the applicant's stage of career development and project proposal. The residencies encourage the presentation of performance work demonstrating 'Artistic Merit' for the Bowery Theatre, as well as interdisciplinary collaborations with or for the local community.

The Bowery Theatre is named in honour of the late Leigh Bowery, who gained an international reputation as a provocative performance artist. Leigh was born and raised in Sunshine. The by-line for the Bowery Theatre is "Be Bold!".

Key Dates:

Applications open: Wednesday, 21 February 2018

Information session: Thursday, 28 February 2018

Applications close: By 5pm on Friday, 6 April 2018

Assessment: April 2018

Decisions announcement: May 2018

Agreements and distribution of first payment for cash contribution: June 2018

First progress report (for successful applicants) and distribution of second payment for cash contribution: October 2018

Final Acquittal Report: January 2019

What's on offer?

There are two Be Bold Creative Residency categories:

- for Mid-Career or Established Artists or Arts Organisations, and
- for Emerging Artists or Arts Organisations

1. Be Bold Creative Residencies for Mid-Career or Established Artists or Arts Organisations

Up to two residencies will be awarded.

Up to \$5,000 cash contribution will be awarded per residency. This is to cover artist fees, trainer/mentor fees, production costs, marketing and administration costs (no more than 10% of the cash contribution).

In addition, the following support will be available to the successful applicant/s, with agreement of the Bowery Executive Producer:

- Co-presentation of the residency's performance outcome
- 50/50 box office split on ticketed presentations
- Up to \$2,000 in kind technical and front of house staff support
- Two full, consecutive days access to the Bowery Theatre (rehearsal and/or performance)

- Up to 80 hours in community spaces (for example 1 x 4 hour session per week for 20 weeks) based on availability
- STACC + Bowery staff / producer / marketing support
- Print and online marketing commensurate with STACC + Bowery mainstage programming

2. **Be Bold Creative Residencies for Emerging Artists or Arts Organisations**

Up to two residencies will be awarded to Emerging Artists or Arts Organisations (usually considered within the first five years of their arts practice or establishment).

Up to \$2,000 cash contribution will be awarded per residency. This is to cover artist fees, trainer/mentor fees, production costs, marketing and administration costs (no more than 10% of the cash contribution).

In addition, the following support will be available to the successful applicant/s, with agreement of the Bowery Executive Producer:

- Co-presentation of the residency's performance outcome
- 50/50 box office split on ticketed presentations
- Up to \$2,000 in kind technical and front of house staff support
- Two full, consecutive days access to the Bowery Theatre (rehearsal and/or performance)
- Up to 80 hours in community spaces (for example 1 x 4 hour session per week for 20 weeks) based on availability
- STACC + Bowery staff / producer / marketing support
- Print and online marketing commensurate with STACC + Bowery mainstage programming

Who is eligible to apply?

To apply for funding you must:

- Be incorporated **OR** be an individual artist with an ABN **OR** have an Auspice
- Have Public Liability Insurance cover for the duration of the project
- Have an Australian Business Number (ABN)
- Have acquitted or be compliant with all grants previously awarded by Council
- Have a new project or new stage of a project
- Have a performance-based project with a performance outcome in The Bowery Theatre
- Have a project that commences after 1 July 2018 and is completed by 31 December 2018

What is the timing for the residency?

All residencies will be undertaken in the second half of 2018. You should check availability of spaces prior to applying if your project is heavily dependent on a particular date. Community spaces are heavily subscribed. It is recommended that you plan your workshops / rehearsals / development /performance time in these spaces in consultation with the Executive Producer or Community Arts and Creative Partnerships Officer.

How do I apply?

To apply, you must complete the Be Bold Residency Application Form, available online at www.bowerystacc.com.au/residencies and connect to the SmartyGrants platform.

You will need an email account to apply online. If you need assistance with an online application please contact Siena Balakrishnan, Executive Producer on E: SienaB@Brimbank.vic.gov.au or P: 9249 4609. Please ensure you receive a confirmation of your online application via an automatic email from SmartyGrants. It is advised to type out your answers first, then copy and paste into

SmartyGrants. Do not leave your application idle for more than 60 minutes, as you will lose unsaved data. Always press 'save' as you go.

What is the purpose of the Be Bold Residency Program?

The Be Bold Performance Residency Program provides a professional development, creative development and presentation space for artists and arts organisations to make and present new work with and for the local community.

The Be Bold Performance Residency Program supports:

- 1) Opportunities to undertake process-driven arts practice and risk taking in making new, contemporary performance work;
- 2) Artistic and career development opportunities for artists and arts organisations;
- 3) Opportunities to increase community reach and engagement;
- 4) Opportunities to develop new, local audiences;
- 5) The development of work that is reflective of the cultural identity of Brimbank; and
- 6) Artistic merit in the presentation of new work that positions the Bowery and STACC as a place that nurtures bold ideas.

The program gives priority to applications from local artists and arts organisations from the Brimbank municipality. All applicants' relationships to Brimbank and the greater western region of Melbourne, and their commitment to **partnering** with the community during the residency, will be considered.

*NB: The term **partnering** means the community is central to the project, it is not a fee for service structure, and as a result is community-led and meaningful - the relationship must be based on trust, reciprocity and principles of community strengthening. Partnering may include arts participants and audiences from Brimbank, and must ensure extensive creatively-focused benefits to the community.*

How will the applications be assessed?

Applications will be assessed by an arts practitioner assessment panel comprised of staff at STACC + Bowery and at least one arts industry panel member. The panel will assess the application against the criteria, of which the key criteria is 'Artistic Merit'.

If required, an interview process may be built into the assessment before finalising the residents. The arts industry panel member/s will be involved in the process and will be appointed by Council. All decisions made by the panel are final.

The panel will consider the following assessment criteria:

1. Artistic Merit (40% weighting): The panel will assess the potential of the artists / arts organisation at the centre of the proposal. Considerations include:

- artistic vision and program of activities
- expression of bold, contemporary concepts
- Innovation and rigour in their approach to performance-based artistic form
- artistic skills and ability of the key people involved

2. Viability (30% weighting): The panel will assess the viability of your proposal. Considerations include: The skills of the people involved and their relevance to the proposed activity

- demonstrated cultural competencies involved with working with the identified community
- the role of any community partners involved, including confirmation of their involvement
- realistic and achievable planning, resource use and evaluation
- fees payable to artists involved
- the timetable and budget

3. Impact on the artist, organisation and community (30% weighting): The panel will assess the impact the proposed activity will have on artist, organisation and community. Considerations include:

- how the proposed activity strengthens the artist / arts organisation's artistic practice
- the relevance and timeliness of the proposed activity
- how the proposed activity enables the applicant to build community including audiences

Budget Guidelines

Applicants are required to provide a detailed budget for their project. An example budget is imbedded within the application form and can be used as guidance in completing your application budget.

Your project **INCOME** may comprise of the following:

1. Be Bold Cash Contribution: The amount provided as a cash contribution is either \$5,000 for Mid-Career or Established Artists or \$2,000 for Emerging Artists.
2. Be Bold Residency In-kind Contributions for venue hire and staff:
 - Bowery Venue Hire per day calculated as \$1,098 (up to 2 full days max. is available)
 - STACC Venue Hire per hour calculated as \$40 (up to 80 hours in STACC community spaces is available)
 - Bowery Tech and Front of House Staffing is calculated at \$72 per hour, however it is highly recommended that you obtain a quote from Bowery staff in order to confirm the estimated amount. Maximum in-kind provision to the value of \$2,000
3. Your organisational cash contributions - these include the funds raised by your organisation via fundraising, member's fee, donations or sponsorships
4. Other funding - please specify details of other funding, if any, including names of funding agencies and the amount funded for this Project/Event.
5. Ticket sales - all residency performances are to be held at The Bowery Theatre and will be ticketed using the house ticketing system, whereby a 50/50 box office split will be the arrangement.
6. In-kind Contributions: These are non-monetary supports and services that come from your group, volunteers and your partner organisations that would otherwise have to be paid for. These include labour, catering or transport.

Your project **EXPENDITURE** may include:

1. Budget items that you intend to cover with the Be Bold residency's cash contribution. Please place an asterisk * in front of these items.
2. Budget items that you intend to cover with the Be Bold residency's in-kind contribution. See above for how to calculate these costs. Clearly title as 'Be Bold In Kind'.
3. Budget items that will be covered by your organisational cash contribution, or other funding and ticket sales.
4. Budget items that are provided in-kind (by volunteers or project partners). See above for calculations.

Please note: you may have more STACC + Bowery venue and staffing costs than the Be Bold Residency in-kind contribution, and this can be paid for through the Be Bold Cash Contribution or through other income sources (your contribution, other funders, or ticket sales).

What will not be funded?

- Applications from commercial entities
- Incomplete applications
- Project expenditures that relate to projects that have already been delivered
- Interstate or overseas travel costs
- More than 10% of the cash contribution, for administration

- On-going operational, capital works or facilities maintenance costs
- Purchase of equipment
- Ineligible applications

Requirements and Reporting

- Successful applicants need to sign an Agreement with Council. This must be returned to Council by the due date. Please note if Council has not received the signed residency agreement by the due date, the grant will be forfeited and offered to another project.
- Payment Schedule for cash contributions: 50% upon signing of agreement, 40% upon receipt of the progress report and 10% on confirmation of the public outcome. Residency artist / organisations to provide tax invoice for payment.
- Any change to a successful project must be discussed with the Executive Producer and confirmed in writing.
- The residency recipient is required to provide a brief progress report in October 2018, the progress report will include information and requirements for the performance outcome.
- At the end of the funding period (31 December 2018), an Acquittal Report to account for the cash contribution provided must be provided.

What support is available?

All grant applicants must make contact with Siena Balakrishnan, Executive Producer on E: SienaB@Brimbank.vic.gov.au or P: 9249 4609 or a relevant Council Contact Officer who will provide advice and guidance to assist applicants to develop their project.

Council officers will support applicants to:

- fully develop their project concept in line with the guidelines
- plan around venue availability
- identify additional or alternative funding sources

To start your planning, view a PDF of the blank online application form here:

<https://brimbank.smartygrants.com.au/beboldresidencies2018>