RADF Grant Program

* indicates a required field

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland and Council. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities across Queensland.

RADF will only fund up to 65% of the total funding of the project unless otherwise specified.

The Program is open for applications over 3 rounds during the 2026/27 Financial Year.

- Round 1 is open from 1 July to 30 September for eligible activities between 1 November to 28 February
- Round 2 is open from 1 November to 31 January for eligible activities between 1 March to 30 June
- Round 3 is open from 1 March to 31 May for eligible activities between 1 July to 31 October

Applications must be received prior to the activity taking place. Applications for activities that have already occurred will not be considered.

The RADF Grant Program is delivered in accordance with Council's Community Support Policy.

What does the RADF Program support?

- Development and delivery of diverse, exciting, and accessible arts and cultural activities, projects, and initiatives for, by and with local communities
- Value adding arts and culture into existing non-arts projects or events that could support growing new audiences or markets
- Strategic arts and culture initiatives in local communities (example: increasing amenity, community pride and liveability of local areas through infrastructure, public art, place-making projects)
- Regional initiatives or programs to deliver cross-regional arts and cultural-led outcomes
- Professional, career and capacity development opportunities for local artists and arts workers
- Engagement of key target groups such as young people or CALO communities or programs targeting geographic locations
- Recruitment of specialist expertise to support, develop and/or produce arts and cultural-driven outcomes.

What does the RADF Program not support?

The following are not eligible for funding through the RADF Program:

- Applicants who have failed to acquit previous RADF grants.
- Activities that commence before Council approval is given.

- School arts activities EXCEPT where those activities form part of broader community cultural development processes or are part of professional arts development.
- Framing or freight - only a small proportion of these costs can be covered as part of presentation costs for significant exhibitions. As a guide only, 10% of the total framing and freight costs.
- Catering costs, openings, launches, and parties are not eligible for RADF grants, even if they are part of an exhibition or community project.
- Entertainment - funding is not available to pay for entertainment for events e.g. musicians.
- Competitions (including Eisteddfods) - they are prolific and could monopolise funds. The competitive environment does not necessarily nurture emerging artists, as there is generally only one winner.
- Cannot purchase capital items, e.g. equipment, buildings, or vehicles. EXCEPTION: Capital items can be funded only when they are included as part of a project application and when the RADF committee considers the purchase integral to that project, and where the item will remain for community use.
- Publishing costs - requests for grant to publish books should be directed to organization that provide print-on-demand services. A small portion of printing costs are eligible as part of the presentation costs for significant projects. As a guide up 10% of the total publishing costs will be considered.
- Recurrent funding for arts organisations - operational expenses are ineligible under RADF including wages for permanent staff and office expenses. However, local arts and cultural organisations that have regular community activities may apply for funding annually for different projects which have a project management component.
- Summer/Winter schools - not supported more than two places a year.
- Accredited study, training, or university courses - RADF does not fund the primary training of artists, only their professional development once they are practicing.
- Requests to cover more than 65% of the total funding project/activity; or
- Workshops with arts and cultural service organisations that are part of the organisation's 'core business' - Arts Queensland has already funded these organisations to deliver core services. Please call local cultural service organisations to find out what services they can offer that are not 'core business'.

General Conditions

- Wherever possible, all funded activities must begin within the financial year
- Grants can be withdrawn if an activity is unduly delayed. To reapply, applications are required to be submitted in the following year.
- Acknowledgement of the support received through the RADF program is required to be in all publicity regarding the activity and as part of the outcomes presented to the community

In the event circumstances change and the activity cannot be carried out exactly as described in the application, the following must be completed:

- Notify the RADF Committee through Council’s RADF Liaison Officer in writing or by email
- Receive approval of any changes before beginning the activity
- Request to complete a new application form; and
- Return the funds and re-submit the application in the next round.

If the application is changed without approval, Council may request the funds be returned.

All RADF funded activities are required to complete an Outcome Report, which is provided by Whitsunday Regional Council. The Outcome Report includes information about the success of the project/activity, budget and support material which are required to be submitted to Council within eight (8) weeks of the completion of the project/activity. Receipts are to be supplied to account for the expenditure of money received from RADF.

Failing to acquit the grant makes the applicant ineligible to apply for future funding through RADF and Arts Queensland. In some circumstances, repayment of the grant may be required.

Important Information

Before completing this application form, you should have read the program guidelines.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant.

If you have any questions regarding the eligibility criteria or application process, please contact the Sport, Recreation & Community Development team on 1300 972 753.

Please have your application number on hand when contacting Council regarding your grant application.

Application Number

This field is read only.

Confirmation of Eligibility

Before proceeding, please confirm the following:

- you have read and understood the program guidelines
- you are able to demonstrate alignment between your project and the aims of this program
- you are a professional artist, emerging professional artist, arts worker, cultural worker or project coordinator who is either a permanent resident or Australian citizen and have an Australian Business Number (ABN) or will be under auspice of an incorporated organisation or individual with an ABN
- your arts and cultural group or organisation is incorporated or will be under auspice by an incorporated organisation for the purposes of this application
- your organisation is located in (and/or supplies services to) the Whitsunday Regional Council area
- you do not owe any reports or money to Whitsunday Regional Council
- you have the appropriate type and level of insurance for the activities that are the subject of this grant

You must confirm that all statements above are true and correct. *

☐ Yes

Objectives & Funding Pathways

* indicates a required field

The intent of the RADF Grant Program is to:

- Provide public value for Queensland communitites
- Build local cultural capacity, cultural innovation and community pride
- Deliver Queensland Government's objectives for the community

All projects and activities receiving RADF funding are required to report on their contribution towards the RADF Assessment Criteria:

IMPACT

- Invests in a diversity of local arts and cultural projects
- Engages local communities in arts and cultural activities
- Supports local employment and strengthening of local arts sector

QUALITY

- Supports quality arts and cultural initiatives based on local priorities
- Local community's value RADF

REACH

- Supports engagement with new and diverse artists, audiences and communities
- Contributes to diversity and inclusive communities; growing strong regions; and providing training, education and employment

VIABILITY

- Builds strong partnerships between arts and non-arts sectors
- Leverages additional investment
- Investment is used effectively and appropriately

Funding Categories

The program offers four (4) funding pathways. A summary of each pathway and its associated objectives is outlined below.

Individual Professional/Career Development

Open to individuals to access financial support to participate in activities that build on their chosen arts practice.

Proposals could include:

- professional development seminars or activities
- master classes
- mentorships with recognised arts and cultural peers
- artists in residence programs

- placements with recognised arts and cultural organisations

Regional Projects & Activities

Open to individuals, groups and organisations for projects that focus on locally distinct arts, culture and heritage both for members of that community and for visitors.

Proposals could include:

- product development by professional artists, either as individuals or in partnership with individual community members or community groups
- the development of marketing strategies for a professional artistic product
- community story documentations, which may be through carious forms and mediums, including plays, artwork, digital exhibitions, education programs, oral histories and publications
- heritage and Indigenous stories that can demonstrate strong community participation and ownership

RADF will support projects and activities that encourage innovative and energising arts and cultural projects where artists, communities and Councils work together in their community, or in partnership with another community, to achieve enhanced outcomes.

Concept Development

To develop arts and cultural research ideas and project proposals to the implementation stage and identify funding sources outside of RADF to implement project proposals.

RADF grants will support individuals and groups who wish to engage in professional research and the development of ideas and project proposals to the implementation stage. No specific artform product is required; however, the project should demonstrate how it will contribute to future arts and cultural development within the region.

Potential funding sources for the implementation of the project do not need to be identified prior to making the application.

Building Community Cultural Capacity

For community groups to engage a professional artist or arts-worker to work with them on developing their arts practice or to run arts development workshops or community projects.

RADF grants will support travel, accommodation and fees associated with employing professional artists or arts workers to work on community projects or workshops in the local community.

Which funding pathway best supports your proposed project, activity, or initiative? *

☐ Individual Professional Development
☐ Regional Projects & Activities

☐ Concept Development
☐ Building Community Cultural Capacity

Contact Details

* indicates a required field

Privacy Notice

Queensland has privacy legislation that applies to the Queensland public sector - the Information Privacy Act 2009. The Act contains privacy principles that set out how agencies may and must handle personal information. Personal information means any information about an identifiable person. Our Privacy Notice refers to details of the types of personal information that we hold and how we handle this information.

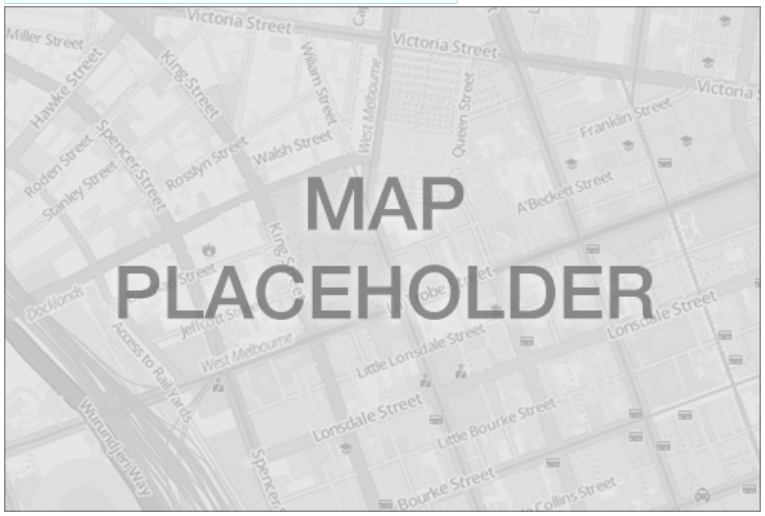
To view our privacy statement, go to Whitsunday Regional Council - Information and Privacy

Applicant Details

Applicant *
Organisation Name

Make sure you provide the same name that is listed in official documentation.

Applicant Primary Address
Address



Applicant Postal Address
Address

Applicant Phone Number *

Must be an Australian phone number.

Applicant Email Address *

Must be an email address.

Primary Contact Details

Primary Contact *

Title | First Name | Last Name

This is the person we will correspond with about this grant.

Position Held in Organisation *

e.g., Manager, Director or Fundraising Coordinator.

Primary Contact Phone Number *

Must be an Australian phone number.

Primary Contact Email *

This is the address we will use to correspond with you about this grant.

ABN Status

* indicates a required field

Do you / your organisation have an ABN? *

○ Yes ○ No

Applicant 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

Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

As you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from the ATO website.

Please upload completed Statement of Supplier Form. *
Attach a file:

Max 25mb per file uploaded

What is your incorporation number? *

Incorporated Association or Australian Company Number

Auspice Details

* indicates a required field

Are you or your organisation under auspice by another organisation for the purpose of this grant? *

○ Yes ○ No

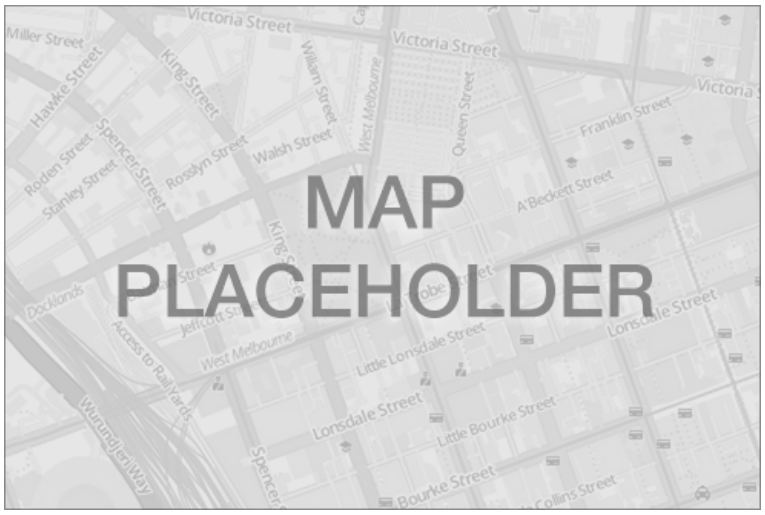
Unincorporated organisations applying for a grant must be auspiced by an incorporated organisation. If you do not have an auspice you should not apply for this grant.

Auspice Organisation Details

Auspice Organisation Name *
Organisation Name

Please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Auspice Primary Address
Address



Auspice Postal Address
Address

Auspice Primary Phone Number *
Must be an Australian phone number.

Auspice Primary Email *
Must be an email address.

Primary Contact Person at Auspice Organisation *
Title First Name Last Name
We may contact this person to verify that the auspice arrangement is valid and current.

Position Held in Organisation *
e.g., Manager, Board Member or Fundraising Coordinator.

Auspice Primary Contact Phone Number *
Must be an Australian phone number.

Auspice Primary Contact Email Address *
Must be an email address

Please attach a letter from the auspice organisation confirming that the auspice arrangement is valid and current. *
Attach a file:

The letter must be signed by an authorised person (e.g., Manager, CEO or Board Chair) and must include: name, position, signature and date.

Does the auspice organisation have an ABN? *
○ Yes ○ No

Auspice 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	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

As the auspice organisation does not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from the ATO website.

Please upload completed Statement of Supplier Form: *
Attach a file:

Max 25mb per file uploaded

Project Details

* indicates a required field

Applicant category *
○ Individual ○ Indigenous corporation, association or cooperative

○ Unincorporated association
○ Incorporated association
○ Trust
○ Other:
○ Company

If your organisation is unincorporated, it must have an auspice organisation.

Do any of the following identify you, your organisation or the people you support? *

☐ Aboriginal peoples
☐ Torres Strait Islander peoples
☐ Australian South Sea Islander peoples
☐ People from a culturally & linguistically diverse background
☐ Person with a disability
☐ Older person (55 years +)
☐ Young person (12-25 years)
☐ Children (0-11 years)
☐ Career stage - emerging artist
☐ Career stage - established artist
☐ People who experience disadvantage
☐ Other:

If you are an individual application, do you yourself identify or does your organisation exist primarily to service one or more of these groups?

What is the main artform category for the project? *

○ Arts
○ Cultural Development
○ Dance
○ Theatre
○ Heritage/Museums/ Collections
○ Visual Arts, Craft & Design
○ Music
○ Writing
○ Multimedia/Film/Festivals

Which best describes the type of activity? *

☐ Community consultation/Arts research
☐ Creative development of new work
☐ Cultural Tourism
☐ Events/Festivals
☐ Exhibitions/Collections
☐ Heritage protection/promotion
☐ Performances
☐ Placemaking
☐ Professional or career development
☐ Publications
☐ Workshops
☐ RADF Trtaining
☐ RADF promotions
☐ Other:

Who is the primary target audience or beneficiary group for this project? *

☐ Aboriginal peoples
☐ Torres Strait Island peoples
☐ Australian South Sea Islander peoples
☐ People from a culturally & linguistically diverse background
☐ Person with a disability
☐ Older person (55 years +)
☐ Young person (12-25 years)
☐ Children (0-11 years)
☐ Career stage - emerging artist
☐ Career stage - established artist
☐ People who experience disadvantage
☐ Other:

What is the name of the project? *

Must be no more than 25 words.
Provide a name for your project/program/initiative. Your title should be short but descriptive

What is the start date of your project? *

Must be a date.

What is the end date of your project? *

Must be a date.
Leave blank if it is just on 1 day

Is the project located in the Whitsunday Local Government Area? *

○ Yes ○ No

If no, please explain where it will be held and the benefits of undertaking the funded activity outside the Whitsunday region

What is the location of the project ?

Briefly describe who this project is intended for, what activities will be delivered *

Please describe the rationale and objectives of your project. Refer to the relevant category objective stated in the RADF Guidelines.

Give a brief description of the results and expected outcomes/benefits you expect from the project *

(e.g. skill development, community access, media coverage for your activity, professional development, innovation, new work, quality of life for the community etc.

Will your project result in outcomes that strengthen our local community? *

How will you or your organisation capture feedback on the project? *

Does your project align with any of the local priorities listed below? *

- ☐ Social, cultural & recreation
- ☐ Heritage & character
- ☐ Strenthen cultural tourism & small business sector
- ☐ Arts & crafts groups
- ☐ Promote cultural festivals/events
- ☐ Develop art facilities
- ☐ Increase amenities & activities for youth & families
- ☐ Promote health & wellbeing
- ☐ Support participation in cultural activities
- ☐ Community/Cultural integration
- ☐ Support emerging/professional artists/arts in the region

Have you or your organisation previously applied for a RADF Grant? *

○ Yes ○ No

If yes, please outline below what sponsorship or grant funding you have received

Have you or your organisation received any sponsorship or grant funding from Whitsunday Regional Council this financial year? *

○ Yes ○ No

If yes, please outline below what sponsorship or grant funding you have received

Are you receiving funding for this project from any other source? *

If yes, please provide information of funding source and amount received.

Project Management

* indicates a required field

Please provide a timeline for the project, outlining each stage from commencement to completion

eg: source quotes, engage suppliers etc. The final stage will be to complete the RADF Acquittal Outcome Report which is due no later than 8 weeks after the project finish date

Please describe how, as a result of this project, you will develop new audiences or markets *

Individual Professional/Career Development

This section is only completed by individuals undertaking career/professional development, training activity or project

Please describe how, as a result of this project, you will develop new skills and knowledge *

Please describe how, as a result of this project, you will explore new directions in your practice *

Please describe how, as a result of this project, you will take your career to the next level of professionalism *

Please describe how, as a result of this project, you will develop new industry networks *

Project Budget

* indicates a required field

Instructions on completing the budget:

- Round all amounts to the nearest whole dollar
- Ensure your estimates are as accurate as possible
- Enter the amount you're requesting from RADF in the income section
- Enter all other grants you have received
- If you are registered for GST, Council will pay the grant plus GST. Amounts in the budgets should be exclusive of GST
- If you are not registered for GST, amounts in the budget should include GST as this is part of the cost of the project and you will be paid this amount
- When you have completed your budget, the total in the 'Income-Expenditure' section must be equal

Budget

Income	$	Expenditure	$

Budget Totals

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

Total cost of project? *

Must be a dollar amount.

Total amount of RADF funding being sought in this application *

Must be a dollar amount.

Does your application include paid salaries, fees or allowances? *

○ Yes ○ No

As the application includes paid salaries, fees &/or allowances some supporting documentation is required.

A separate signed Statutory Declaration must be completed by each artist who will be paid salaries, fees or allowances from the RADF Grant.

The artist must complete a Statutory Declaration specifying which of the artistic merit criteria listed below they satisfy. A general statement of eligibility will not be accepted; the declaration must identify and confirm compliance with at least three (3) of the following criteria:

- Hold a professional arts &/or cultural qualification
- Hold an ABN
- Has devoted significant time to arts practice
- Has been recognised as a professional by peers
- Has held public exhibitions or given public performances (not part of a competition)
- Has work held in public collections
- Has won important national &/or international prizes or awards
- Has held public discussions &/or have had articles written about their work
- Has been commissioned or employed on the basis of art skills &/or earning income from sales of art work
- Is a member of a professional association as a professional artist
- Is an artist whose artistic or cultural knowledge has been recognised as a professional by peers or the cultural community

- Is an artist whose artistic or cultural knowledge has developed through oral traditions

For your ease of reference, a blank Stat Dec Form can be accessed via the following link - Statutory Declaration Form - Qld

Signed Statutory Declaration *
Attach a file:

Please combine all signed Statutory Declarations and attach as 1 complete document

As the application includes paid salaries, fees &/or allowances some additional supporting documentation is required.

For each artist or arts worker receiving RADF funding, please attach:

Resume/CV - no longer than 1 x A4 page per person for each professional or emerging professional artist and arts worker involved in your project *
Attach a file:

Please combine all Resumes/CV's and attach as 1 complete document

Schedule of fees
Attach a file:

Please combine all fee information and attach as 1 complete document

Supporting Documentation

* indicates a required field

Certificate of Currency for Public Liability Insurance
Attach a file:

Letters of Support
Attach a file:

Written letters of support and confirmation from relevant communities for projects involving Aboriginal people, Torres Strait Islander people, Australian South Sea Islander people, people from culturally and linguistically diverse backgrounds, people with a disability, children and young people are essential for applications involving these groups within the community.

Quotes must be provided for all budget items for which RADF Grant funding is being sought *
Attach a file:

Please combine all quotes and attach as 1 complete document

Additional Supporting Documentation
Attach a file:

Applicants are encouraged to attach any additional information that may strengthen or support their application.

Certification

* indicates a required field

This section must be completed by the applicant or an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

If this application is successful, I consent to Council disclosing the following Information to Arts Queensland:

- the information you provide in your grant application
- the amount of funding you receive
- the information you provide in your project outcome report and
- text and images relating to your funded activity

I give permission for Whitsunday Regional Council and/or Arts Queensland to use the information for reporting purposes, training, systems testing and process improvement. The information may be anonymised and used for statistical purposes.

If this application is approved, I consent to Whitsunday Regional Council and/or Arts Queensland giving the information to the media and/or Queensland Government Members of Parliament and I understand that I may be contacted by them. I also consent to Whitsunday Regional Council and/or Arts Queensland publishing information about the funded activity in their Annual Reports or on their websites.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree * ☐ Yes

Name of authorised person *
Title | First Name | Last Name
Must be a senior staff member, trustee or appropriately authorised volunteer

Position *
Position held in applicant organisation (e.g. CEO, Treasurer)

Phone number *
Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Email *

Must be an email address.

Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process.

○ Very easy ○ Easy ○ Neutral ○ Difficult ○ Very difficult

How many minutes in total did it take you to complete this application?

Estimate in minutes i.e. 1 hour = 60

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.