

RADF 2026-27 Round 1 Application

Form Preview

Introduction

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland and eligible local councils across the state.

Purpose RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF is a flexible fund, enabling local councils to tailor RADF programs to suit the needs of their communities. RADF invests in local arts and cultural priorities, as determined by local communities across Queensland Strategy objective.

Objectives RADF objectives are to support arts and cultural activities that:

- provide public value for Queensland communities
- build local cultural capacity, cultural innovation and community well-being
- deliver Queensland Government's objectives for the community

Applicants must:

- contact council's RADF Liaison Officer prior to the application being submitted
- have successfully acquitted any previous RADF grants they have received.

Please read the <https://chrc.qld.gov.au/wp-content/uploads/2025/08/RADF-Guidelines-2025-26-FINAL-2.pdf> before completing this form.

WHO CAN APPLY?

The following categories of individuals and organisations can apply for a RADF grant.

- **INDIVIDUAL - professional artists, emerging professional artists, arts workers, cultural workers or project coordinators who:**
 - are based in the council area, or if based outside the council area, can demonstrate how the project will directly benefit arts and culture in the council area
 - are permanent residents or Australian citizens.
 - are aged 18 years of age or above or have a legal guardian co-sign the application confirming financial responsibility of the funding.
 - have an Australian Business Number (ABN), or who will be auspiced by an incorporated organisation or individual with an ABN.
- **GROUP - any of the following groups may be eligible to apply**
 - arts, culture and heritage organisations based in the council area
 - arts, culture and heritage organisations based outside the council area that can demonstrate how the project will directly benefit arts and culture in the council area
 - organisations and/or agencies delivering arts and cultural objectives for the region aligning with arts, cultural and heritage strategic vision.

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Applicants are required to be incorporated organisations with public liability insurance, or be auspiced by an incorporated organisation or individual with an ABN. This can be provided once notified of approval.

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Grant and applicant details

*** indicates a required field**

Which category are you applying for funding? *

- ☐ INDIVIDUAL PROFESSIONAL DEVELOPMENT GRANT
☐ GROUP PROJECT GRANT

Have you or your group/organisation previously been successful for a RADF Grant? *

- ☐ Yes
☐ No

If you were successful, was that grant successfully acquitted? *

- ☐ Yes
☐ No

If No, please explain why you have not acquitted previous grants. *

APPLICANT DETAILS

Applicant *

- ☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

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Project Contact

Title First Name Last Name

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Position (if applicable)

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Age Group *

APPLICANT CONTACT DETAILS

Address *

Address

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

Applicant Postal Address

Address

Mobile *

Must be an Australian phone number.

Home/Office Phone

Must be an Australian phone number.

Email *

Must be an email address.

Website

Must be a URL.

Is your group or organisation incorporated? *

- ☐ Yes
☐ No

If your group or organisation is not incorporated you can arrange for an incorporated organisation or individual with an ABN to auspice your application

Do you have an ABN? *

- ☐ Yes
☐ No

If you do not have an ABN you can arrange for an incorporated organisation or individual with an ABN to auspice your application

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PARENT/GUARDIAN CONTACT DETAILS

If you are under the age of 18 your legal guardian must sign this application. Your parent or legal guardian will be contacted to certify the application after it has been submitted.

Name *

First Name

Last Name

Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

FINANCIAL INFORMATION

Complete this section if you/your organisation/group have an ABN and are responsible for the financial management of this grant if successful.

Are you registered for GST? *

- ☐ 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	

Must be an ABN.

Public Liability Insurance

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All activities/projects need to be covered by Public Liability Insurance. Please upload a Certificate of Currency. This can be provided now, or upon receiving notification of funding approval.

Attach a file:

AUSPICED APPLICATION

Complete this section if you are nominating an accountable organisation or individual to administer the grant on your behalf because:

- Your group or organisation **IS NOT** incorporated

and/or

- You, your group or organisation **DO NOT** have an ABN

Please note: Both the applicant and the auspicings organisation/individual are considered responsible for ensuring the acquittal of grants and both could be deemed ineligible to submit further RADF applications until all grants have been satisfactorily acquitted.

Your auspice body will be contacted to certify the application after it has been submitted.

Who is your auspice body? *

☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

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Is your auspice body registered for GST? *

- ☐ Yes
☐ No

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
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Main Business Location

Must be an ABN.

Auspice Contact

Title

First Name

Last Name

Role (if relevant)

Address *

Address

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

Phone *

Must be an Australian phone number.

Email *

Must be an email address.

Project/Activity Details

* indicates a required field

PROJECT/ACTIVITY SUMMARY

Project/Activity title *

Project/activity short description *

Word count:

Must be no more than 25 words.

Individuals and Groups registered for GST

Total Amount Requested

\$

This number/amount is calculated.

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

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Total Project Cost

\$

This number/amount is calculated.

This figure will be calculated once your budget is complete

Individuals/Groups not registered for GST

Total Amount Requested

\$

This number/amount is calculated.

This figure will be calculated once your budget is complete

Total Project Cost

\$

This number/amount is calculated.

This figure will be calculated once your budget is complete

Start Date *

Must be a date.

End Date *

Must be a date.

Outcome Report Due *

Must be a date.

No more than 8 weeks from end date

What is the artform of your project? *

- | | |
|--|-----------------------------------|
| ☐ Community Arts and Cultural Development | ☐ Theatre |
| ☐ Visual Arts, Craft and Design | ☐ Writing |
| ☐ Music | ☐ Heritage |

- ☐ Dance
- ☐ Multi-arts

At least 1 choice must be selected.

Group Project Details

* indicates a required field

What is your project? What does the project involve, what activities will you be undertaking? *

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TYPE OF ACTIVITY

ACTIVITY

Please select all activities involved

QTY

Please list the number of activities involved
Must be a number.

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LOCATION

Main location of activities for this program, project and/or activity *

- ☐ Arcadia Valley
- ☐ Bauhinia
- ☐ Blackwater
- ☐ Bluff
- ☐ Capella
- ☐ Comet
- ☐ Dingo (Karramara)
- ☐ Duaringa
- ☐ Emerald (Gindie, Fernlees)
- ☐ Gemfields (Anakie, Rubyvale, Sapphire, Willows Gemfields)
- ☐ Lochington (Orion, Tresswell)
- ☐ Rolleston (Toprain)
- ☐ Springsure (Buckland)
- ☐ Tieri
- ☐ Central Highlands region
- ☐ Other

Tell us about who will be involved with your project. Who are the artists/organisations involved? *

--

Tell us about your expected audience or QTY participant numbers.

Participants are considered to be those actively engaged in arts activities (eg. creative workshop participants) Audiences have more passive engagement (eg. audience at an exhibition)	Must be a number.
Participant Numbers Audience Numbers	
Participant Numbers Audience Numbers	

Target groups *

- ☐ Children aged 0-11 years
- ☐ Aboriginal peoples

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- ☐ Young people aged 12-30 years
- ☐ Seniors aged 55 year or over
- ☐ Women
- ☐ Men
- ☐ Regional Queenslanders
- ☐ LGBTQIA+
- ☐ Torres Strait Islander peoples
- ☐ People from culturally and linguistically diverse backgrounds
- ☐ People with a disability
- ☐ Emerging Artists / Cultural workers
- ☐ Established Artists / Cultural workers

Describe how you are engaging or targeting the group/s.

When is your project taking place and how are you advertising it? *

List each stage of the project from start to finish and list when you expect to complete that stage

What is your planning timeframe?

If there is a main activity or event when is it?

Will you need to complete anything after the actual project such as documentation?

When is your outcome report due? **(8 weeks from end date)**

Project Stage

Expected Completion Date

	Must be a date.

Why are you undertaking this project? *

What results do you expect from the project? How will your project make a positive contribution to the community? *

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How will you measure success? Indicate how you will capture audience, participant, partner feedback. *

(eg. surveys, interviews, comment box, debrief)

How will you address any risks: WHS, insurance, licenses etc. *

Individual Professional Development Summary

* indicates a required field

ACTIVITY DETAILS AND BENEFITS

WHO, WHAT, WHERE, WHEN AND WHY?

WHO? *

Who will you undertake the activity with? Name anyone involved with the activity such as the artist, mentor, guest speakers etc.

WHAT? *

What does the activity involve? Eg. Workshop, mentorship, attending conference

WHERE? *

Where will you undertake your project? Town, institution, studio etc.

WHEN? *

When will you be going? What is the timeframe or key dates to complete the activity?

WHY? *

How will this project have a positive impact on your career or practice? Will it help you to... • Develop new skills and knowledge? • Explore new directions in your arts or cultural practice? • Take your

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career to the next level of professionalism? • Develop new professional industry networks? • Develop new audiences or markets?

LOCAL BENEFIT *

How will you give back to the local CHRC communities? EG workshops sharing your new skill

List and explain relevant experience delivering projects

New Question

Assessment Criteria

* indicates a required field

Applications are required to articulate project delivery against RADF objectives and assessment criteria. This is the standard criteria for assessment for all Arts Queensland investment programs.

All applications are assessed by council's RADF Assessment Panel against the below four equally weighted criteria and local program priorities:

- **Quality**
- **Impact**
- **Reach**
- **Visability**

Individual applicants - please detail how your expected professional development activity outcomes address the criteria.

Quality

Produces or contributes to high quality arts and cultural initiatives for local communities.

THINGS TO CONSIDER

- Who will deliver particular projects or activities? Provide evidence of the quality of their work.
- The types of outcomes expected from the projects and activities and how these are important in the local context.
- How the projects or activities will provide high quality experiences for the local community and/or build the capacity of the local arts sector.

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- Any innovative aspects of proposed project or activities. How it is innovative for the particular council or community?

*

Proven capacity to effectively support and deliver arts and cultural services.

THINGS TO CONSIDER

- Evidenced track record of delivering high quality arts and cultural initiatives.
- How the proposed program of activities will build on past performance.

*

Impact

Demonstrates cultural, artistic, social or economic returns on investment.

THINGS TO CONSIDER

- What cultural, artistic, social or economic value/outcomes does the applicant expect the proposed project or activity will contribute to the community?

*

Supports one or more of the Queensland Government objectives for the community including safeguarding our health, supporting jobs, backing small business, making it for Queensland, building Queensland, growing our regions, investing in skills, backing our frontline services, protecting the environment.

THINGS TO CONSIDER

- Which Queensland Government objective(s) does the proposed program of activities make the strongest contribution to and how?

*

Reach

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Provides access to and engagement in arts and culture for diverse communities, practitioners, participants and audiences.

THINGS TO CONSIDER

- Who in the community will be engaged through the proposed program of activities?
- How does the proposed program of activities respond to diversity within the community?

*

Evidence of local demand for proposed program/s.

THINGS TO CONSIDER

- How does the proposed program of activities respond to local arts and cultural priorities and any other broader council or community priorities?
- How does the applicant know there is demand for the proposed program of activities?
- How does the applicant know the proposed program of activities responds to local needs and interests?

*

Visibility

Evidence of good planning for strong governance and management of RADF at a local level.

THINGS TO CONSIDER

- How RADF is managed locally. What processes are in place to ensure transparent and effective management including monitoring of outcomes?

*

Evidence of partnership capacity with partners including business and government.

THINGS TO CONSIDER

- Information about any local partnerships that will contribute to delivery of the proposed program of activities.
- How will the proposed activities leverage off other local projects, programs and events?

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*

Which of the CHRC local priorities does your application align with? *

- ☐ Support a diverse economy stimulating local individuals and groups through arts, cultural and heritage activity
- ☐ Support creative recovery and community social/emotional well-being
- ☐ Invest in and support locally determined priorities delivered through quality arts, cultural and heritage activities linking to growing Queensland's cultural reputation and cultural tourism offerings.
- ☐ Deliver priorities meeting the strategic arts, cultural and heritage documents: Creative Cultural Futures Strategy 2016-2026 Heritage Management Framework Creative Cultural Futures and Heritage Action Plan 2022-2024 Reconciliation Action Plan Central Highlands Youth Strategy
- ☐ Facilitate access to and engagement in arts and culture for isolated communities, practitioners, participants and audiences. Encourage inclusive community and stakeholder involvement in RADF priority setting and decision making.

At least 1 choice must be selected.

Please detail how your application will support a diverse economy stimulating local individuals and groups through arts, cultural and heritage activity.

Please detail how your application will support creative recovery and community social/emotional well-being.

Please detail how your application will invest in and support locally determined priorities delivered through quality arts, cultural and heritage activities linking to growing Queensland's cultural reputation and cultural tourism offerings.

Please detail how your application will deliver priorities meeting the strategic arts, cultural and heritage documents.

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Please detail how your application will facilitate access to and engagement in arts and culture for isolated communities, practitioners, participants and audiences. Encourage inclusive community and stakeholder involvement in RADF priority setting and decision making.

Project Budget

* indicates a required field

Project staff and personnel

How many paid workers are involved in your project? *

Must be a number.

Include all paid artists/artswriters, administration, assistants and other workers

How many volunteers/unpaid workers are involved in your project? *

Must be a number.

Include all unpaid artists/artswriters, administration, assistants and other workers

List any artists or artswriters being employed by your project and use these figures to assist in completing your budget by transferring to the corresponding budget sections.

For EACH artswriter receiving wages you will need to provide:

- 1-page resume/CV or Completed [Artist Eligibility Checklist](#)
- Confirmation of availability including schedule of fees/quote

NAME/ROLE	RATE OF PAY (\$/hr)	TOTAL VALUE	RADF CONTRIBUTION	OTHER FINANCIAL CONTRIBUTION	IN KIND CONTRIBUTION
		Must be a dollar amount.	Must be a dollar amount.	Must be a dollar amount.	Must be a dollar amount.
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$

TOTALS

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Total	RADF CONTRIBUTION	OTHER FINANCIAL CONTRIBUTION	IN KIND CONTRIBUTION
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.
\$	\$	\$	\$

BUDGET TIPS

A example budget can be found [here](#) to assist in completing this section

- Please ensure all artist/artswokers receiving wages above are included in your budget
- Enter all other grants for which you have applied or intend to apply for, indicate if approved with (A)
- RADF contribution components must equal grant amount.
- In-kind contributions should be duplicated in income and expenses.
- Budget totals for income and expenditure must equal

Is your organisation registered for GST?

☐ Yes (budget items should not include GST) ☐ No (budget items should include GST)

Income

Please list contributions to your project along with any goods or services that have been donated.

In kind contributions will require a dollar value for the time spent or the value of the donation.

DO NOT include RADF grant amount here

Income source	Cash/In kind	Income amount
Pre-populated income types are entered as a prompt only, please identify and include all sources of income relevant to your project.		
Earned Income (eg ticket sales)		\$
Contributions from artists and others		\$
Other grants		\$
Sponsorship, fundraising, donations (eg fee waivers on venue hire)		\$
		\$
		\$
		\$

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		\$
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RADF Grant Requested

\$

Must be a dollar amount.

Expenses

Please include all expenses associated with your project.

Please check the [RADF Guidelines](#) for expenses eligible for RADF Funding

Expense	Cash/In Kind	Expense amount	RADF Contribution
Pre-populated expense types are entered as a prompt only, please include any expenses relevant to your project.			Must be a dollar amount.
Salaries, fees and allowances		\$	\$
Accommodation		\$	\$
Travel		\$	\$
Promotion, documentation marketing		\$	\$
Administration		\$	\$
Venue hire		\$	\$
Equipment		\$	\$
Catering (not covered by RADF)		\$	\$

Budget Totals

Total Income Amount

\$

This number/amount is calculated.

Total Expenditure Amount

\$

This number/amount is calculated.

Total RADF Contribution

\$

This number/amount is calculated.
Amount should equal RADF grant requested

Budget - Individuals

* indicates a required field

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BUDGET

- Please list the details for all of the costs to undertake your activity (list the total value of the item, including in-kind value)
- Assistance is available for up to 65% of the total costs for registration, accommodation and travel. Travel can be funded to a maximum of \$1000 for activities in Queensland and \$2000 for activities in other states
- Allocate where your RADF Grant will be spent this should be equal to the grant amount requested
- Use whole dollars only
- Enter all other grants for which you have applied for, indicate if approved with (A) The total expenditure and total income must equal
- GST: if you are registered for GST, your figures should be *exclusive* of GST

EXPENDITURE ITEMS	TOTAL VALUE	RADF CONTRIBUTION
Travel	\$	\$
Accommodation	\$	\$
Fees	\$	\$
Project Costs	\$	\$
Administration	\$	\$
Other	\$	\$
	\$	\$
(please provide details, list additional expenses as necessary indicate if the items is in-kind with (IK))	Must be a dollar amount.	Must be a dollar amount.

TOTAL EXPENDITURE

\$

This number/amount is calculated.

TOTAL RADF CONTRIBUTION

\$

This number/amount is calculated.

SOURCE OF INCOME

TOTAL VALUE

(please provide details)	Must be a dollar amount.
RADF Grant Requested	\$
Applicant Contribution - Financial	\$
Applicant Contribution - In-Kind	\$
Other Grant/s	\$
Other Contributions Financial	\$
Other Contributions In-Kind	\$

TOTAL EXPENDITURE

\$

TOTAL INCOME

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This number/amount is calculated.

This number/amount is calculated.

Demonstrate that attempts have been made to raise funds from other sources? *

Attach a file:

Supporting Documentation

* indicates a required field

ESSENTIAL SUPPORT MATERIAL - All documents relevant to your project **MUST** be included for the application to be eligible

- Quotes/calculations for each item in budget using RADF Funds
- Letters of support illustrating community demand/support for project (2-4 recommended)
- Evidence of support/confirmation from target groups of involvement in project
- **For EACH artsworker receiving wages:**
 - 1-page resume/CV or Completed [Artist Eligibility Checklist](#)
 - Confirmation of availability including schedule of fees/quote
- Support material confirming bookings/ venue availability
- Quotes/calculations supporting additional budget figures
- Support material confirming any donations, sponsorship, partnerships, approved grants

*

Attach a file:

ESSENTIAL SUPPORT MATERIAL - All documents relevant to your project **MUST** be included for the application to be eligible

- Quotes/calculations for expenditure items RADF is supporting
- Letter of acceptance/confirmation into nominated activity or letter of support
- Support material confirming any donations/sponsorship, in-kind partnerships, grant success
- One page Artist CV or details about the artist/organisation you will work with
- If you do not have a website or facebook page where assessors can see examples of your work, provide up to 3 high quality JPEG images

*

Attach a file:

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Do you have a one page artist CV?

- ☐ Yes
☐ No

Please upload your CV here *

Attach a file:

Artist Eligibility Checklist

* indicates a required field

The RADF Committee will use the following information to evaluate your career status as an artist and how this project will help to develop your practice. RADF aims to support professional and emerging artists and artswomen to practice excellent art for and with communities.

Use this form if you do not have an artist CV to outline your practice.

I am an *

- ☐ Emerging artist/artswoman ☐ Established artist/artswoman

Please indicate achievements below. If you cannot tick three items please contact the RLO to discuss further, as special consideration may be given *

- ☐ I have an Australian Business Number (ABN)
- ☐ I have professional arts and/or cultural qualifications
- ☐ I have held public exhibitions or given public performances (not as part of a competition)
- ☐ I have work held in public collections
- ☐ I have won important national and/or international prizes/awards
- ☐ I have won regional or local art prizes/awards
- ☐ I have held public discussions and/or have had articles written about my work
- ☐ I am a member of a professional association/s as a professional artist
- ☐ I have been commissioned or employed on the basis of art skills and/or earning income from sales of artwork
- ☐ I have devoted significant time to arts practice
- ☐ I have been recognised as a professional by peers
- ☐ I am an artist whose artistic or cultural knowledge has been recognised as professional by peers or the cultural community
- ☐ I am an artist whose artistic or cultural knowledge has developed through oral traditions

At least 3 choices must be selected.

Please list professional arts and/or cultural qualifications

List qualification/s & year

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Please detail public exhibitions or public performances

List recent examples

Please detail work held in public collections

List collection/s

Please list important national and/or international prizes/awards

List prize & year

Please list regional or local art prizes/awards

List prize & year

Please detail public discussions and/or have articles

List article/discussion & year

Please list current memberships of professional association/s

List current memberships

Certification by applicant

* indicates a required field

INFORMATION PRIVACY AND RIGHT TO INFORMATION

The information you provide in your grant application will be used by the RADF Committee and Central Highlands Regional Council to process and assess your application and, if successful, to process, pay and administer your grant. Other funding agencies identified in your application may be contacted to verify grants requested.

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If your application is successful, the following information may be disclosed to Arts Queensland

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

The information may be used by Central Highlands Regional Council or Arts Queensland for reporting purposes, training, systems testing and process improvement. The information may be made anonymous and used for statistical purposes. It may also be used in the promotion of RADF or the promotion of funding outcomes for arts and cultural development in Queensland. For this purpose, the information and your contact details may be provided to Queensland Government Members of Parliament, the media and other agencies who may contact you directly. Central Highlands Regional Council and Arts Queensland may also publish the Information in their Annual Reports or on their websites.

I, the undersigned, certify that:

*

- ☐ I have discussed the application with the RADF liason officer
- ☐ I have read and understood the CHRC RADF Grant Guidelines 2022-23
- ☐ The statements in this application are true and correct to the best of my knowledge, information and belief and the supporting material is my own work or the work of the artists named in this application.
- ☐ I have read and understood the Information Privacy and Right to Information Statement above and agree to the use and disclosure of information as outlined in the statement.

Name *

First Name

Last Name

Position (if applicable)

Date *

Must be a date.