

RADF Application - Round 1 2026/2027

Form Preview

Regional Arts Development Fund

* indicates a required field

About the Regional Arts Development Fund (RADF)

The Regional Arts Development Fund is a partnership between the Queensland Government and Gympie Regional Council to support local arts and culture in regional Queensland.

By investing in local arts and cultural priorities, RADF promotes the value of arts, culture and heritage as key drivers of social change and strong, diverse and inclusive regional communities.

RADF is delivered in partnership with [59 Queensland local councils](#) and aligns with the priorities of [QLD's It's Time to Shine: a 10-year strategy for arts and culture](#)

RADF supports arts and cultural activities that:

- increase access to arts and cultural experiences in regional Queensland
- grow employment and capacity building opportunities for artists and arts workers across regional Queensland
- deliver on local arts and cultural priorities and promote the value of arts, culture and heritage.

Information for Applicants

Projects seeking RADF funding must respond to specific assessment criteria as identified in key strategic documents.

Before starting an application, please read:

- The GRC [Regional Arts Development Fund \(RADF\) Guidelines 2026/2027](#) and the
- Gympie Regional Council [Arts and Cultural Strategy \(2023-2028\)](#)

Recommend that you also read:

- [QLD's It's Time to Shine: a 10-year strategy for arts and culture](#)

You may also **like** to read:

- [The National Cultural Policy - Revive: a place for every story, a story for every place.](#)

For assistance with applying for a RADF grant, please contact Council's RADF Liaison Officer by phone on 5481 0774 or by email at radf@gympie.qld.gov.au

If you require further assistance using the Smarty Grants portal, please click [here](#) to access the Frequently Asked Questions.

Parts of this application require supporting documentation. File types of PDF and JPEG are accepted.

Please ensure that documentation is clearly labelled and easily understood.

RADF Application - Round 1 2026/2027

Form Preview

Confirmation of Eligibility

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. **Please complete these questions before proceeding with your application to ensure that you are applying for a grant that is suitable to your project.**

If you have any questions in regards to these eligibility criteria, grant categories, or definitions, please contact Council's RADF Liaison Officer on **07 5481 0774** or email radf@gympie.qld.gov.au.

I confirm the following:-

Eligibility Checklist *

- ☐ The project is based in, or provides direct benefits to, the Gympie region
- ☐ The project will employ at least one professional arts and cultural worker, at industry rates
- ☐ I/we have satisfied requirements of previous Council grant funding and have no outstanding debt with Council
- ☐ I/we hold \$20M Public Liability Insurance and other forms of insurance relevant to the project
- ☐ I/we have no outstanding debt with Council
- ☐ I have read the GRC Regional Arts Development Fund (RADF) Guidelines 2025/2026
- ☐ I have read the GRC Arts and Cultural Strategy (2023-2028)

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

Applicant Details

* indicates a required field

Privacy Notice

Gympie Regional Council collects personal information in accordance with our Information Privacy Policy, a copy of which is available from the Council website or click [here](#). In providing any personal information, please note that you are agreeing to the possible transfer of your information outside Australia via the internet under s33 of the Information Privacy Act 2009. If for any reason you are unable to agree to these terms, please contact Council on 1300 307 800 to discuss alternate arrangements.

Applicant Details

Applicant/Organisation name *

Organisation Name

Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Primary (physical) address *

Address

RADF Application - Round 1 2026/2027

Form Preview

Suburb State Postcode

Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

Postal address (if different to above)

Address

Suburb State Postcode

Applicant website (if applicable)

Must be a URL

Contact person (if different from applicant)

Title First Name Last Name

This is the person we will correspond with about this grant

Primary phone number *

Alternate phone number

Contact person's email address *

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

Funding History

For our records, please indicate your prior application experience.

Have you or your organisation received RADF funding from Gympie Regional Council previously? *

- ☐ Yes
- ☐ No
- ☐ Unsure

Type of applicant *

- ☐ Individual

RADF Application - Round 1 2026/2027

Form Preview

- ☐ Individual under 18 years of age
- ☐ Incorporated Association
- ☐ Business

Does the applicant have an auspice organisation for the purposes of this grant? *

- ☐ Yes ☐ No

An auspice is an organisation that manages grant funding on your behalf. For example, a small community group with limited resources may use a larger non-government organisation as their auspice. Please note: Applicants under 18 years of age must have an arrangement with an auspice organisation

Applicant ABN (if applicable)

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.

Auspice Information

* indicates a required field

Auspice Organisation Details

Auspice organisation details

This section only needs to be completed if the applicant requires an auspice organisation.

An auspice is an organisation that manages grant funding on your behalf. For example, a small community group with limited resources may use a larger non-government organisation as their auspice.

The auspice organisation will take full legal and financial responsibility for the delivery of this project including Public Liability and other insurance as relevant, administration of the grant and acquittal of funding. For example, if you are successful, the auspice organisation signs the Letter of Offer and is paid the grant.

RADF Application - Round 1 2026/2027

Form Preview

Please Note: Applicants under the age of 18 must have an arrangement with an auspice organisation

Name of auspice organisation *

Organisation Name

Primary address for the auspice organisation (physical) *

Address

Suburb State Postcode

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

Postal address for the auspice organisation (if different to above) *

Address

Suburb State Postcode

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

Auspice organisation's website (if applicable)

Must be a URL

Primary contact person for the auspice organisation *

Title First Name Last Name

We may contact this person to verify that this auspicng arrangement is valid and current.

Position held in organisation *

E.g. President, Secretary, Treasurer

Primary phone number *

Must be an Australian phone number.

Alternate phone number

Must be an Australian phone number.

Contact person's email address *

RADF Application - Round 1 2026/2027

Form Preview

Must be an email address

Please attach a letter from the auspicng organisation confirming this arrangement is valid and current *

Attach a file:

Letter must be signed by an appropriately authorised person (e.g. President, Vice President, Secretary, Treasurer) and must include, name, position, signature and date.

ABN of auspicng organisation (if applicable)

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

Project Details

* indicates a required field

RADF Grant Category

Creative Projects

- To support projects that improve arts and cultural outcomes in the Gympie region through the development/presentation of new arts or cultural projects and/or through increasing opportunities for participation in and/or appreciation of arts and culture within the Gympie region.
- Maximum \$8,000
- Up to 80% of the total project costs.
- Minimum applicant contribution 20% toward the total project costs.

Project or activity title: *

RADF Application - Round 1 2026/2027

Form Preview

Must be no more than 10 words.

Provide a name for your project/program/initiative. Your title should be short but descriptive

Project Description *

Word count:

Must be between 50 and 100 words.

Provide a short description of your project. This may be used for promotional purposes.

Project Overview *

Word count:

Must be between 200 and 350 words.

Please be descriptive and succinct. Outline WHAT the project is (project activities/deliverables and milestones), HOW the project will be delivered and by WHOM (artists, arts workers and/or cultural workers) and demonstrate WHY there is a need for the project.

Funded projects must be delivered within 12 months from notification of a successful application. **Projects cannot commence prior to notification date of the round to which the application has been submitted.**

Project start date *

Must be a date and between 1/10/2026 and 31/12/2026.

Project end date *

Projects must be completed with If your application is successful your RADF Outcome Report will be due 4 weeks from this date.

Where is the primary location for the project? *

E.g., Gympie, Rainbow Beach, Cooloola Cove, Tin Can Bay, Goomeri, Kilkivan, Imbil, Mary Valley etc. Your location can be various locations in the Gympie Region

What best describes the artform of your project or activity? *

- ☐ Visual arts, craft and design
- ☐ Multi-arts
- ☐ Theatre
- ☐ Dance
- ☐ Music

- ☐ Heritage
- ☐ Literature
- ☐ Circus
- ☐ Public Art
- ☐ Other:

How would you describe the nature of your activity?

- | | |
|---|---|
| ☐ Cultural Capacity Building | ☐ Exhibitions/Collections |
| ☐ Workshops | ☐ Professional Development |

RADF Application - Round 1 2026/2027

Form Preview

- | | |
|---|--|
| ☐ Performance | ☐ Place-making |
| ☐ Creative development of new work | ☐ Creative Recovery |
| ☐ Cultural Tourism | ☐ Other: <input type="text"/> |

- ☐ Events/Festivals

Select as many as apply.

How many attendees do you expect to attract to the project?

Must be a number.

e.g. number of attendees to an event, exhibition etc.

How many participants do you expect to be engaged through the project?

Must be a number.

e.g. Number of participants for workshops, activities and/or programs

How many artists or cultural workers do you expect to be employed through the project?

Must be a number.

Your project must employ at least one professional practicing artist, facilitator or arts/cultural worker.

How many volunteers do you expect to be engaged with the project?

Must be a number.

Is your project targeted at a specific group in your community?

- | | |
|--|---|
| ☐ First Nations peoples | ☐ Men |
| ☐ People from a culturally or linguistically diverse background | ☐ Women |
| ☐ People living with a disability | ☐ Career stage - emerging |
| ☐ Older people (55 years +) | ☐ Career stage - established |
| ☐ Young people (13-25 years) | ☐ People who experience disadvantage |
| ☐ Children (0-12 years) | ☐ Not applicable |
| ☐ LGBTIQ+ | |

Select only core groups that you are specifically targeting through your project.

The following questions will help us, and you, determine the sustainability of your project.

How will your project meet First Nations protocols, if required?

How will your project demonstrate sustainable practices?

This could include suppliers, materials, waste management and recycling, carbon emissions, etc.

Assessment Criteria

* indicates a required field

Creative Projects Assessment Criteria

Arts Queensland provides partnership investment through the Regional Arts Development Fund to support local government organisations across the State to deliver artistic outcomes, grow employment opportunities for artists, creatives and arts/cultural workers, and engage communities to deliver on the priorities as identified in [QLD's It's Time to Shine: a 10-year strategy for arts and culture](#)

RADF projects must also respond to the strategic priorities as identified in the GRC [Arts and Cultural Strategy \(2023-2028\)](#).

When answering the following questions, please also refer to the assessment criteria in the [GRC Regional Arts Development Fund \(RADF\) Guidelines 2026/2027](#).

Please note: the project outcomes specified in the application inform the RADF Outcome Report for successful acquittal of the grant. Please be as accurate as you can.

GRC Arts and Cultural Strategy 2023-2028: Strategic Outcomes

Please select the strategic outcome/s that best fits your project *

- ☐ First Nations arts and culture is recognised, celebrated, and embraced.
- ☐ Our local creative and cultural sector is valued and thriving.
- ☐ Our community is actively engaged as participants, advocates, and co-creators.
- ☐ Our places and spaces are buzzing with creative activation.
- ☐ Our regional identities and diverse natural, built, and cultural heritage are acknowledged, protected and shared

At least 1 choice must be selected.

Please choose only the strategic outcome/s that best fits your project. Remember you need to acquit your project against the selected outcome.

1. First Nations arts and culture is recognised, celebrated and embraced.

Please describe in detail how your project responds to the Strategic Outcome.

Word count:

Must be no more than 200 words.

2. Our local creative and cultural sector is valued and thriving.

Please describe in detail how your project responds to the Strategic Outcome.

RADF Application - Round 1 2026/2027

Form Preview

Word count:
Must be no more than 200 words.

3. Our community is actively engaged as participants, advocates, and co-creators.

Please describe in detail how your project responds to the Strategic Outcome.

Word count:
Must be no more than 200 words.

4. Our places and spaces are buzzing with creative activation.

Please describe in detail how your project responds to the Strategic Outcome.

Word count:
Must be no more than 200 words.

5. Our regional identities and diverse natural, built, and cultural heritage are acknowledged, protected and shared

Please describe in detail how your project responds to the Strategic Outcome.

Word count:
Must be no more than 200 words.

Arts Queensland Assessment Criteria

Please provide a brief description of how your project responds to each of the Assessment Criteria determined by Arts Queensland.

High Quality:

- Produces or contributes to high-quality arts and cultural initiatives for local communities.
- Proven capacity to effectively support and deliver arts and cultural services.
- Evidence of alignment to Creative Together.

Strong Impact

- Creates new employment opportunities and skills development for artists and arts workers in Queensland.

RADF Application - Round 1 2026/2027

Form Preview

- Builds new audiences and markets and reputation for Queensland arts and cultures.
- Demonstrates community and stakeholder involvement in priority setting, decision-making and evaluation.
- Responds to community needs and helps deliver government priorities including Creative Together

Sustainable Value

- Demonstrates value for money, sound governance, and ethical business practices, including paying amounts not less than industry award rates, recommended or agreed minimum rates, and adhering to cultural protocols.
- Proposed activity has a strong delivery plan, including understanding potential risks and their management.

Which of the following Creative Together priorities does the project align with?

- | | |
|---|---|
| ☐ Elevate First Nations arts | ☐ Drive social change across the state |
| ☐ Activate Queensland local places and global digital spaces | ☐ Share our stories and celebrate our storytellers |
| ☐ Strengthen Queensland communities | ☐ Not applicable |

Please tick one or more boxes

HIGH QUALITY: *

Word count:

Must be no more than 200 words.

Please refer to the Arts Queensland Assessment Criteria above

STRONG IMPACT: *

Word count:

Must be no more than 200 words.

Please refer to the Arts Queensland Assessment Criteria above

SUSTAINABLE VALUE: *

Word count:

Must be no more than 200 words.

Please refer to the Arts Queensland Assessment Criteria above

Budget

* indicates a required field

Budget (GST inclusive)

Please outline your project budget in the table below, including details of other funding that you have applied for, whether it has been confirmed or not.

RADF Application - Round 1 2026/2027

Form Preview

Provide clear descriptions for each budget item in the 'Expenditure' and 'Income' columns.

Please use to the [RADF Application Budget Worksheet](#) when calculating your budget.

When filling in the budget section of this form, please;

- Click on + or - to add or delete extra lines.
- Do not add commas to figures - e.g., type \$1000 not \$1,000 - this will ensure your figures for each column total correctly.
- All amounts must be GST inclusive.
- Written quotes for all expense items over \$1000 MUST be provided in the file upload area in the Expenditure table.
- In-kind volunteer labour is to be calculated at no more than \$52.00 per hour and may form **no more than 50 percent of the applicant contribution.**
- All artists/arts workers / professional staff must be paid correctly.
 - Artist fees are calculated at [NAVA rates for Visual Artists](#).
 - Refer to the [Live Performance Award](#) - Pay Guide for musicians, performers and production staff rates.

Please note, when preparing your budget, it is important to be clear on the difference between **income** and **expense**. **Income** can be defined as any **incoming** money or resources (cash, grants, in-kind support etc.). **Expenses** are **outgoings** - what you spend your income on.

Your budget MUST balance (TOTAL PROJECT EXPENDITURE - TOTAL PROJECT INCOME = \$0)

Total Project Expenditure

Expenditure Description	Amount	RADF Amount requested	Quotes for expenditure items over \$1,000
		Must be a dollar amount.	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	

Budget Totals

Total Expenditure Amount

\$

This number/amount is calculated.

What is the total budgeted cost (dollars) of your project?

Total Project Income

Income Description	Confirmed	Cash/In-Kind	Amount
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RADF Application - Round 1 2026/2027

Form Preview

Make sure you include all income, including the amount requested from RADF, and any other requested funding.			
			\$
			\$
			\$
			\$

Budget Totals

Total Income Amount

\$

This number/amount is calculated.

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.
Must equal \$0

Budget Totals

Total Amount Requested from RADF

\$

This number/amount is calculated.

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

Creative Projects

Total amount of Creative Project applicant contribution

\$

This number/amount is calculated.

Total amount requested from RADF?

\$

This number/amount is calculated.
Maximum amount \$8,000

What percentage of the total cost is the applicant contribution?

%

RADF Application - Round 1 2026/2027

Form Preview

This number/amount is calculated.
Applicant contribution must be a minimum of 20%

Attachments Support Material

Project plan

Attach a file:

A project plan provides a breakdown of all the deliverables for your project. For example: for an event, you can include logistics (i.e. venue hire, sound equipment, seating), programming, engaging contractors, marketing and communications, insurances etc.

Evidence of Public Liability Insurance Certificate of Currency *

Attach a file:

CV of key persons involved in the project or activity *

Attach a file:

CVs must be no more than 2-3 pages

Evidence of current financial position for community organisations/business (if requested)

Attach a file:

This can be a recent Bank Statement, Annual Report, Profit and Loss Statement/Statement of Financial Performance and/or a Balance Sheet/Statement of Financial Position.

Any additional documents you may wish to include with your application

Attach a file:

e.g. Letters of support; letters of availability from artists, examples of previous work; proposed programs or schedule of the project

Available on request

Ensure the following documents are available if requested by Council.

- Risk assessment
- Evidence of community consultation and support (if referred to in this application)
- Relevant planning documents eg. business plan, program schedule (where applicable)

Certification and Feedback

* indicates a required field

Certification by applicant or authorised person

RADF Application - Round 1 2026/2027

Form Preview

I certify that:

- - To the best of my knowledge the statements made within this application are true and correct.
 - I have read and accepted the GRC Regional Arts Development Fund (RADF) Guidelines 2025/2026
 - I agree to contact Council's RADF Liaison Officer should any changes be made to the details provided herein.
 - I/we have sound financial practices to adequately record the grant income and expenditure. The grant expenditure will be evidenced by attaching tax invoices to the Outcome Report
 - I/we agree to submit the Outcome Report within 4 weeks of completion of the project.
 - I acknowledge that if I and/or any member of the organisation lobbies a Councillor or staff member in relation to this grant application the application is disqualified.
 - I acknowledge that Council is the decision maker and will resolve the grants based on the recommendations made by the RADF Assessment Panel.

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

I agree *

☐ Yes

☐ No

Name of applicant or authorised person of applicant organisation *

Title

First Name

Last Name

Position in organisation

E.g. President, Treasurer, Member

Date *

Do you wish to receive information about events, workshops, & funding opportunities? *

☐ Yes

☐ No

☐ Other:

Applicant Feedback

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Where did you hear about the RADF Grants Program? *

- ☐ Information flyer
- ☐ Council's Community Enewsletter
- ☐ Council's Arts and Culture Enewsletter
- ☐ Gallery news or social media
- ☐ Council's Facebook Page
- ☐ Council's Website

RADF Application - Round 1 2026/2027

Form Preview

- ☐ Council Staff
- ☐ Word of Mouth
- ☐ Newspaper
- ☐ Other:

Please indicate how you found the online application process: *

- ☐ Very easy
- ☐ Easy
- ☐ Neutral
- ☐ Difficult
- ☐ Very difficult

If you found the online application process difficult or very difficult please let us know why

Did you attend a GRC Grants Information Session? *

- ☐ Yes
- ☐ No

Did you find the information session useful?

- ☐ Yes
- ☐ No

Prior to applying, did you discuss your application with a Council Grants Officer or RADF Liaison Officer?

- ☐ Yes
- ☐ No

Recommended that you speak with the RADF Liaison Officer prior to submitting your application

Do you have any other comments you wish to make about the grants process?

Thank you for your feedback.

Please ensure you review your application before you press submit.

After pressing **SUBMIT**, you will receive an email from SmartyGrants confirming your submission has been made.

If you require further support, please call Council's RADF Liaison Officer on (07) 5481 0774.