

# 2022 Be Bold Residencies

## GUIDELINES

---

Cash and space for 'BOLD' new work, with and for the artists and communities of Brimbank.

Visit <https://brimbank.smartygrants.com.au/BeBold22> to apply.

### What are the Be Bold Residencies?

Artists are invited by the Bowery Theatre to submit an application for the 2022-23 Be Bold Residencies. A Be Bold Residency provides a professional development, creative development and performance space for artists to make and present new work in the Bowery Theatre and St Albans Community Centre (STACC) with and for the Brimbank community.

A Be Bold Residency supports:

- 1) Artistic merit in the presentation of bold, creative concepts and ideas;
- 2) Process-driven arts practice and risk taking in making new, contemporary performance work;
- 3) Work with potential for future presentations;
- 4) Artistic and professional development for artists;
- 5) Meaningful community engagement;
- 6) Development of new, local audiences; and
- 7) Work that is reflective of the cultural identity of Brimbank.

### Four Residency Categories

In 2022-23, we have been able to grow our support and we have four residency categories:

1. **Mid-career or Established Performing Artist/s**
2. **Aboriginal and / or Torres Strait Islander Performing Artist/s**
3. **Hybrid: Performance and Visual Artist/s** (presentations will incorporate both performance and visual art forms, with outcomes in the theatre and gallery)
4. **Emerging Artist/s** (usually considered within the first five years of their arts practice or establishment)

### What's on offer?

#### Cash:

For the Mid-career or Established Artists, Aboriginal and / or Torres Strait Islander Artist/s and Hybrid: Performance and Visual Artist/s categories, **up to \$12,000 cash contribution** will be awarded per residency.

For the Emerging Artist/s category, **up to \$4,000 cash contribution** will be awarded per residency.

This is to cover artist/s fees, trainer/mentor fees, production costs, marketing and administration costs (no more than 10% of the cash contribution for administration).

#### Other support:

In addition, the following support will be available to successful applicants, with agreement of the Theatre Programming Senior Officer:

- Co-presentation of the residency's performance outcome
- 50/50 box office split on ticketed presentations
- Up to \$5,500 in kind technical and front of house staff support (see example budget breakdown)
- 2 full days (7 hours) access to the Bowery for performance plus up to four additional rehearsal / bump in and out / tech days (between 5 to 7 hours each) in the Bowery leading up to the performance
- Up to 80 hours in STACC community spaces – these are subject to availability with larger flexi spaces only available on weekends
- Bowery tech staff / producer / marketing support

- Print and online marketing commensurate with Bowery mainstage programming
- Box office setup

### Key Dates:

Applications open:	Monday 28 February 2022.
Information session / venue tour:	Monday 28 March 2022 at 6pm. RSVP to <a href="mailto:sienab@brimbank.vic.gov.au">sienab@brimbank.vic.gov.au</a>
Applications close:	<b><u>By 5pm on Monday 16 May 2022</u></b>
Decisions announced:	June 2022
Agreements finalised:	August 2022
Residency activity:	Between <b><u>1 October 2022 and 31 May 2023</u></b>
Acquittal Due:	14 June 2023

### 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 acquitted or be compliant with all grants previously awarded by Council (if applicable)
- Have a NEW project or NEW stage of a project
- Have a performance-based project with a performance outcome in The Bowery Theatre (and if in the hybrid category, an outcome in the gallery as well)
- Have a project that commences after 1 October 2022 and is completed by 31 May 2023

### What is the timing for the residency and how do I plan?

You will be notified of the residency outcome in June 2022. We hope that you can plan and secure resources in the time between June and October. We are very happy to support co-funding applications for your residencies and feel that this can enhance your chances of success for the residency. All residencies will be undertaken between 1 October 2022 and 31 May 2023.

You should check availability of spaces prior to applying if your project is heavily dependent on a particular date. Community spaces are heavily booked. It is recommended that you plan time in these spaces in consultation with the Theatre Programming Senior Officer who can not only check availability but also check the staffing requirements meet the residency allocation and you don't go over the in-kind budget.

Major bookings of the Bowery Theatre and STACC community spaces should be done with at least eight weeks' notice and a production schedule is required. This schedule can include a table with:

- 1) Date (include day of week)
- 2) Start and finish times
- 3) Type of space (flexi, small studio, office)
- 4) Activity undertaken (meeting, writing, development, rehearsal, plotting, design, tech rehearsal, bump in, performance, bump out etc)
- 5) Technical staff requirements – only required for theatre.

Booking in advance ensures greater availability to the residency resources on offer.

NOTE: There is a black-out period where no bookings can be made for any STACC or Bowery spaces between 17 December 2022 and 29 January 2023.

### What role can the Brimbank community play?

A key part of the Be Bold Residencies is working with the Brimbank community and applications are assessed on the strength of this. Applicants should state that they are either from Brimbank, or have demonstrated partnerships with communities/organisations within Brimbank.

**Partnering** means the community is already central to the project and co-design, it is not a fee for service structure, and as a result there will be a collaboration between artists and community. The existing relationship

with the selected community group / organisation should be based on trust, reciprocity and principles of community strengthening. Examples of what community engagement may look like:

- Brimbank community members are the key artists in the application, or adopt creative roles in the new work such as performer, designer, dancer, musician etc.
- Brimbank community members are already engaged and agree to contribute content to the work
- Brimbank community members are already engaged and invited in to the process to provide feedback
- Brimbank community members are engaged in activities facilitated by the artists throughout the process, such as sharing of local stories, workshops which inform the work

### How do I apply?

To apply, you must complete the Be Bold Residency Application Form on SmartyGrants, accessible via <https://brimbank.smartygrants.com.au/BeBold22>

Council has introduced **Takso**, an online outcomes planning platform for Be Bold Residency applications, which is imbedded within the application questions and aligned with the assessment criteria, visit <https://culturaldevelopment.net.au/takso/>.

Through the residency program we are looking to achieve cultural and social outcomes for artists and the community.

You will be asked to select one of these cultural outcomes that your residency seeks to achieve:

1. [Aesthetic enrichment experienced](#)
2. [Knowledge, ideas and insight gained](#)
3. [Diversity of cultural expression appreciated](#)

And...

You will be asked to select one of these social outcomes that your residency seeks to achieve:

1. [Social connectedness enhanced](#)
2. [Social differences bridged](#)
3. [Feeling valued experienced](#)

You will then be asked to write a 'pitch' where you explain why you are doing your residency and what you know about the impacts of this kind of work, how you are doing it and what you want achieve through your residency.

As a part of the application form, you must also attach:

1. Artistic support material;
2. Letter/s of support relating to your arts practice;
3. Letter/s of support from community partnerships (this is essential if you intend to work with CALD communities, people with disabilities, youth, and Aboriginal and Torres Strait Islander communities); and
4. A residency budget.

You will need an email account to apply online. 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.

### How will the applications be assessed?

Applications will be assessed by an arts practitioner assessment panel comprised of staff from the Arts and Culture team, and at least one arts industry panel member.

If required, an interview process may be built into the assessment before finalising the residencies. 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 artist/s and art work/s at the centre of the proposal (this links specifically to the Takso cultural outcomes). 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 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 timeline and budget
- capacity to deliver future presentations of the work

**3. Impact on the artist and community (30% weighting):**

The panel will assess the impact the proposed activity will have on artist and community (this links specifically to the Takso cultural and social outcomes). Considerations include:

- how the proposed activity strengthens the artist's artistic practice
- how the proposed activity delivers on the 'Theory of Change' for the artist/s and community
- the relevance and timeliness of the proposed activity
- how the proposed activity enables the applicant to engage community and 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 up to \$12,000 for all categories except the Emerging Artist category which is up to \$4,000 for Emerging Artists;
2. Be Bold Residency In-kind Support for venue hire, front of house and technical staff is up to \$5,500;
3. Your organisational cash contributions - these include the funds raised by your organisation via fundraising, members' fees, 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 and if the funding is confirmed or not;
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 may include labour, catering or transport.
7. We encourage and support artists to diversify their funding streams and have co-contributors to fund their projects. Having other funders, partners, in kind contributions can often ensure the viability of projects and can even fund additional time in the theatre with tech and FOH staff.

Your project **EXPENDITURE** may include:

1. Budget items that you will cover with your Be Bold Residency cash contribution, eg. Artist/s fees, marketing costs, sets, costumes and props.

2. Budget items that you intend to cover with the Be Bold residency's in-kind contribution, eg. \$5,500 for venue hire, technical and front of house, and box office set up.
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: If you require additional time in the theatre and/or additional staffing, please contact us to discuss costs. These additional costs can be included as expenditure in your budget.

Notes to using the theatre:

- Overtime - after a 10 hour shift or from 1pm Saturday to Monday 8am. Public Holidays incur additional penalties. A shift over 5hrs requires a 30 min unpaid break, if not taken, the time after 5hrs is charged at the overtime rate
- Our venue hire sheet has information on costs and staffing levels as preliminary information: <https://creativebrimbank.com.au/uploads/general/Bowery-Theatre-Venue-Hire-Info-Sheet.PDF>

### 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: 70% upon signing of agreement and 30% on completion of the residency. Residency artist / organisations to provide tax invoice for payment.
- Any change to a successful project must be discussed with the Theatre Programming Senior Officer and confirmed in writing.
- Setting objectives and using Takso enables you to document and measure the cultural and social outcomes for your residency. At the end of your residency an acquittal report via Takso must be provided including images and/or film footage.
- In addition, a Takso survey (5 minutes) about your experience as a residency artist must be completed.

### What applicant support is available?

It is really important that applicants contact officers for advice and/or guidance on applications and the contact in which they are being assessed and projects being delivered, please contact:

**Siena Balakrishnan** (Theatre Programming Senior Officer)

[SienaB@brimbank.vic.gov.au](mailto:SienaB@brimbank.vic.gov.au)

Ph. +61 3 9249 4609 or M: 0438 056 587

Council officers will support applicants to develop their project concept in line with the guidelines, plan around venue availability, and identify additional or alternative funding sources.

Visit <https://brimbank.smartygrants.com.au/BeBold22> to apply.