

The NAVA Visual and Craft Artists' Grants Scheme Guidelines

EVALUATION

Criteria for Assessment

- Track record of the artist/artists involved (as evidenced by the CV submitted)
- Cost effectiveness of the entire project budget
- The capacity of the grant to help meet the requirements of the project.

Do not submit visual material. Visual material will not be considered in the assessment.

Applicants should understand that the limited funds available for this grant will not allow all proposals of merit to be funded. Rejection of an application, therefore, need not mean that it was not well regarded by the independent assessors. Assessors' decisions are final and will not be reviewed.

Eligibility

- You must be an artist/s who is/are participating in the exhibition or event for which you are requesting funding.
- You must be a professional artist. Under NAVA's definition, a professional artist will have some of the following characteristics: Have public exhibitions or discussions of, and/or articles written about work; hold professional qualifications; win important national/ international prizes; be eligible for a government grant; have work held in public collections; be commissioned or employed on the basis of art skills and/or earning income from sales of art work; be recognised as professional by peers; devote significant time to art practice; be a member of a professional association on the basis of status as a professional artist.
- Undergraduate students are not eligible. Postgraduate level students can apply but only for an activity which is not part of course requirements. Exhibitions which are being undertaken to meet educational course requirements are ineligible for funding.
- A Group can consist of more than two people however, the grant will be awarded to the two applicants nominated to complete the form.
- Your resume(s) must be supplied. Groups need only supply resumes of nominated applicants, ie. 2 only.
- Where this grant applies to an exhibition, you must have confirmed dates. Without copies of documents confirming the dates, your application cannot be considered. If the venue/location is not normally used as an exhibition space, a document indicating permission from the relevant authority must be supplied.
- You must be an Australian citizen or have permanent resident status in Australia.
- Individuals are eligible for one grant only in a twelve-month period. If you have received a grant as part of a group, you cannot apply for another grant within the twelve-month period. For example, if you received a grant in the August 2005 round as part of a group or as an individual, you cannot apply again until August 2006.
- Faxed, emailed, late or incomplete applications will not be assessed.
- All other considerations being equal, NAVA members will be given priority.

CATEGORIES

GRANTS TO INDIVIDUALS are available up to a maximum of \$500 (\$550 inc. GST). An individual exhibiting in a group show can apply for individual funding, but the assessors may choose to limit the funds going to any one exhibition. GRANTS TO GROUPS are available up to a maximum of \$1,000 (\$1,100 inc. GST). Groups are defined as at least two individuals each of whom must provide a tax invoice to a

maximum of \$500 (\$550 inc. GST).

DATES AND DEADLINES

Applications must arrive at the NAVA office before 5pm on the date of the deadline or be postmarked with the deadline date. If the deadline falls on a weekend, applications will be accepted up to 5pm on the following Monday. Notification will be sent by mail within 2 months of the closing date. Payments will be made with notification.

ACQUITTAL REQUIREMENTS

- Successful applicants must submit a completed acquittal form and THREE examples of printed documentation (e.g. invitation, advertisement, review, poster) within four weeks of completion of the project.
- Grants must be acknowledged with the statement: "This project was sponsored by the NAVA Visual and Craft Artists' Grant Scheme, with financial assistance from the Visual Arts Board of the Australia Council and private donations."
- Grants must be expended in the way outlined in the application unless prior written permission to make alteration has been given by NAVA.

Applicants who fail to acquit grants will not be eligible for financial assistance from NAVA in the future.

CHECK LIST - HAVE YOU...

- included your CV(s)?
- included a letter of confirmation from the venue (or other confirmation as applicable)?
- included a Tax Invoice(s) if you are registered for GST or a "Statement by a Supplier" if you do not have an ABN (see GST guidelines)?
- checked that your exhibition dates are correct for this round (see front page)?
- filled out all sections A, C, D, E, F, G and B (if a group), and signed this application form?

ARTISTS LIVING IN REMOTE AREAS

Due to the geographical circumstances of artists living in remote areas NAVA will apply special consideration:

- emailed applications will be accepted as long as they arrive at the NAVA office by 4pm on the closing date of the grant round.
- an Indigenous art or craft centre can make an application on behalf of the artists it represents, and can use the art and craft centre's ABN and/ or GST details for taxation purposes.
- payment for successful applicants who live in a remote area can be made by direct transfer to the applicant's or art and craft centre's nominated bank account. (Unless bank account details for transfer are provided payment will be made by cheque.)

This application is made by

- the artist(s) responsible
- artist(s) living in a remote area. (If you require payment by direct bank transfer please include the bank account details on the tax invoice for payment.)

an Indigenous art and craft centre on behalf of artists it represents. (If the centre requires payment by direct bank transfer please include the bank account details on the tax invoice for payment.)