

ANU School of Music Student Outreach and Engagement Program

Information for Grant applicants

Within the tertiary structure, students will put forward applications to realise music projects in partnership with external parties, such as Key Arts Organisations. This project will fund outreach and engagement initiatives with both educational and performance outcomes that are championed by students, by the University, or by artsACT.

All assessment will be carried out against set academic criteria by School of Music staff with responsibility for supervising student projects.

Sound management is essential. A detailed project plan, budget and acquittal statement of the use of grant funds must be submitted to the ANU School of Music.

Applicant Eligibility

- Applicants must be a current undergraduate student of the ANU School of Music
- Applicants are required to publicise the ANU School of Music name and logo, and the artsACT name and logo in conjunction with any outcome directly associated with this funding.
- It is expected that applicants will be enrolling in MUSI2205, MUSI3307 Music Performance Project in conjunction with the project they are seeking to fund.

Timing

- All projects must be completed within the specified Semester, to meet marking deadlines for associated assessable subjects.

Location of Projects

- Funding is generally limited to programs and projects based and delivered in the ACT and surrounding outreach areas.
- Funding for activities occurring interstate or internationally should demonstrate significant benefit to the Canberra community.

Eligible activities may include

- Presentation of a performance
- Participation in a conference or workshop
- Participation in a music festival or major musical event/project.

Ineligible activities

- Purchase of equipment or instruments.

Assessing your application

- The School of Music will consider all eligible applications, and grants of funding will be made by the ANU School of Music, whose decision will be final and in no circumstance subject to review.
- No late applications will be accepted.
- Grants must be used for their stated purpose. If circumstances change, beneficiaries must seek the consent of ANU School of Music before any funds are expended.
- ANU School of Music will release funding upon receipt of a tax invoice or Statement by Supplier form (obtained from the ATO) from the successful applicant
- Projects cannot be deferred without the prior permission of the ANU School of Music.
- Funds allocated to projects that have not commenced by the closing date for allocations for the following year may be reallocated.
- Applicants whose projects are delayed may re-apply.
- Funding recipients must provide The ANU School of Music with a summary of the outcomes for promotion on the ANU website. They will provide publicity materials, (images, website links, podcasts, reviews, AVI, audio, and links to press) related to this project.
- A statement of acquittal is required at the completion of each funded project. The statement should describe briefly how the funds were used and what was achieved. Supporting documentation in the form of audio/visual recordings should be included.

Assessment Criteria

The ANU School of Music will consider your application against the following criteria:

1. Project merit: The ANU School of Music seeks to foster the highest standards of excellence in the arts. The project should demonstrate:
 - i) High artistic or cultural quality
 - ii) Clear artistic or cultural vision
 - iii) Evidence of thorough planning
 - iv) The involvement of people with the expertise to deliver project objectives.
2. Significant opportunity: Preference will be given to projects that directly and significantly impact on the applicant's professional development.
3. Community benefit and engagement: Innovative endeavours that contribute to cultural development in Canberra are encouraged. Applicants should identify in their application:
 - i) Any additional benefits to the community resulting from their projects, and
 - ii) Community support, such as arrangement with performance venues or Key Arts Organisations, and
 - iii) How the applicant or this project intend to engage with the Canberra community.

Application Process

We recommend all applicants discuss their project with the convenors of the Music Performance Practice Project 1 and 2, Paul McMahon and John Mackey.

Applicants must submit an application before the closing date which includes:

1. Project Proposal

As part of the online application you will be asked to address the following:

Please fill in your research question / project aim here:

What are you planning to do?

Introduction: (c.75 words) Give the aims of the project and the context for this research. What do you intend to research within this project, and why is this topic or idea significant?

Why do you want to do it?

How will this project contribute to your own professional development?

How will this project benefit the Canberra community?

Methodology (c. 75 words)

How do you intend to undertake the research/activities within this project? How do you intend to deliver the project outcomes? With whom will you work to deliver the project outcomes?

How are you planning to do it?

Who are the key artists involved?

Where and when do you intend to do it?

Provide details of the music to be performed, presented or promoted, as relevant to your application.

Provide details of key artists involved in your project, and external organisations with which you will be partnering to present your project.

What are your strategies for community engagement?

Conclusion (c. 75 words)

What are the likely outcomes or findings of your project?

What are the key outcomes to be delivered?

How will you judge if this project has been successful?

2. Itemised Budget

In preparing your budget, you may wish to consider the following:

- Artists fees
- Venue and technical costs
- Promotional materials
- Ticket sales.

The amount of funding requested should equal income less expenses.

Applications for funding of up to \$3,000 will be considered.

Payment of funds will via direct payment of invoices presented, or reimbursement on presentation of receipts.

3. Support material

Support material plays a vital role in assessing your application. You should consider including key material that will assist in understanding and strengthening your application. This material should be carefully selected so it bears direct relevance to your application.

Material may include:

- CVs for key personnel and artists (no longer than one A4 page per person)
- Written confirmation of the participation of key personnel and artists.
- Written confirmation of venues – itinerary of travel or tour arrangements – additional budget information.
- Examples of previous artistic work that demonstrate the quality of the artists involved in the project.
- Written confirmation of significant partnerships or evidence of interest from potential partners (e.g. venues, organisations, events).

Conditions

All students making application for any of the forms of assistance set out in the *Information for Grant Applicants* acknowledge that by making such application they have read, and understood the terms of *Information for Grant Applicants*. Applicants also acknowledge that any form of assistance is given on the basis of the conditions contained in the *Information for Grant Applicants*, and that the applicant agrees to be bound by such conditions.

Funding allocated may be less than that applied for, as determined by ANU School of Music.

Submissions

Please prepare your proposal and supporting documents and submit to the Student Outreach Engagement Program.

Submission are to be via email to: som.admin.cass@anu.edu.au.