



Australian Government

Department of the Prime Minister and Cabinet
Office for the Arts

BREAKTHROUGH: EMERGING INDIGENOUS CONTEMPORARY MUSICIANS RECORDING INITIATIVE

Application Form

Applications close at 5pm on 28 October 2011

Application number

OFFICE USE ONLY

Please read the Program information and Guidelines for Breakthrough carefully before completing your application form.

- Applications must be submitted by the closing date. Late applications will not be accepted.
- The budget must be completed in the format provided in this application form. All figures in the budget must include the GST to be paid on purchases.
- You are encouraged to speak to the Breakthrough Project Officer on 02 6210 2860 or via email at contemporary.music@pmc.gov.au, who will be able to answer any questions you may have before submitting your application.
- Clarification of information may be sought by the Breakthrough Project Officer, but new or substantially revised applications will not be accepted after the closing date.
- Please supply one original completed and signed hard copy of the application, support material and demonstration recordings and an electronic copy of these documents.

Closing date: 5pm 28 October 2011. Postal applications must be post-marked by this date and time, and the electronic copy must be received to contemporary.music@pmc.gov.au by this date and time.

Applications should be sent to: Breakthrough
Industry Policy Section
Office of the Arts
Department of the Prime Minister and Cabinet
GPO Box 6500
Canberra ACT 2600

Image credits (left to right): *Leah Flanagan*, photo: Polly Armstrong; *Iwantja Band*, photo: Patrick McCloskey; *Sue Ray*, photo: Melissa Baxter of Moonshine Madness; *Street Warriors 'I Rep for My Mob'* photo: Peter Collie; *The Medics*, photo: Hailey Bartholomew.



Australian Government
Indigenous Culture Support

Please ensure that all information is correct in your application. Should your application be successful the information provided will be used to develop the Funding Agreement.

1. Applicant's details

Please provide the details of the individual artist or group that is applying for the *Breakthrough* grant

Is this an application for: <input type="checkbox"/> an individual artist <input type="checkbox"/> a group												
Name of individual artist or group:												
If an individual artist, select citizenship and residency status: <input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent Resident												
If a group, name all permanent band members and select citizenship and residency status: <i>At least one principal performer must be of Aboriginal or Torres Strait Islander descent, must identify as such, and must be recognised by their community where he/she/they live or have lived.</i>												
Name:						<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent Resident						
Name:						<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent Resident						
Name:						<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent Resident						
Name:						<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent Resident						
Name:						<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent Resident						
Name:						<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent Resident						
Year the artist/band established:												
Person or Legal entity applying*: <i>*This is the person and/or legal entity who would sign a funding agreement, whose bank account funds would be paid into, whose name the Australian Business Number is registered to and who will be legally responsible for the refunding of unspent or un-acquitted fund, and making the final project report.</i>												
Business structure: <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Other (please specify)												
Australian Business Number (ABN): If yes please include the ABN details <i>An ABN is not needed when applying for a grant, but will be required by successful candidates</i>												
<input type="checkbox"/> Yes					-					-		
<input type="checkbox"/> No <input type="checkbox"/> The entity has applied for an ABN and is waiting for it to be allocated												
Is the entity registered with the Australian Tax Office for GST purposes? <input type="checkbox"/> Yes <input type="checkbox"/> No												
Name of individual applying on behalf of an individual artist or group (if applicable):												

2. Artist/Band primary contact details

Please provide the contact details of the individual artist or group. These details will be used by the Department to contact you if we need to discuss your application. For groups, please provide the details of the band leader or manager who will be the point of contact for the Department.

Name:		
Position:		
Street address:	State:	Postcode:
Postal address:	State:	Postcode:
Telephone: ()	Facsimile: ()	
Mobile:	Email:	
Permission to use your email to provide information on future events related to Breakthrough? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Is there another person who contributed to this application who we could also contact for further information or clarification? <input type="checkbox"/> Yes (If yes, please provide their contact details) <input type="checkbox"/> No		
Name:		
Position:		
Telephone: ()		Facsimile: ()
Mobile:	Email:	

3. Additional information

Please provide details of any existing online presence to assist with the panel's assessment of your application.

My Space:
Facebook:
Twitter:
YouTube:
Blog:
Web page:
Distribution to iTunes:
Other:

4. Industry partner's details - Complete all relevant sections

Please provide the details of who you are proposing to work with to produce your album.

Band manager/agent:		
Name:		
Position:		
Street address:	State:	Postcode:
Postal address:	State:	Postcode:
Telephone: ()		Facsimile: ()
Mobile:	Email:	
Permission to use your email to provide information on future events related to Breakthrough? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Recording Company/Studio:		
Contact Name:		
Position:		
Street address:	State:	Postcode:
Postal address:	State:	Postcode:

Telephone: ()		Facsimile: ()	
Mobile:	Email:		
Permission to use your email to provide information on future events related to Breakthrough? <input type="checkbox"/> Yes <input type="checkbox"/> No			
What is the nature of the agreement you have with the recording company i.e. do you have a signed contract with the recording company?			

5. Artistic statement

i) Provide a short description of your music genre (100 words or less).

The description may be used for publicity purposes if you are successful in securing a grant.

Support material: Additional support material could include an artist/band photo.

6. Details of demonstration recording eg title of EP/CD and/or songs (Primary Criterion 1)

i) Provide a list, description and lyric sheets of the songs included on your demonstration recording.

The information provided in items 6 and 7, together with your demonstration recording, will be used by the panel to assess your application against Criterion 1 – Quality of musicianship and songs.

7. Details of songs to be recorded using *Breakthrough* funding (Primary Criterion 1)

- i) Please include possible title of CD if known, a list, description and lyric sheets of the songs to be recorded.
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8. Calibre of artists and performance experience (Primary Criterion 2)

- i) Provide a detailed description of you or your band's experience and success in the music industry (one page maximum).
 - ii) Provide a CV or biography for all key musicians/band members involved in the project (one page maximum).
Support material: additional support material could include samples of reviews, previous publicity material, radio play lists, website visitation rates and any evidence of national and international interest in your music.
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9. Creative skills and experience of industry partners (Primary Criterion 3)

- i) Describe the creative skills and industry background that the key industry professionals (e.g. managers, producers, agents, recording company, publicity) involved will bring to the project (one page maximum);
- ii) Provide a CV or biography for all industry professionals involved (one page maximum); and
- iii) Provide letters from industry professionals (producer, publicist, record company etc.) confirming participation in the project.

Support material: additional support material could include recent press clippings, reviews, editorial and/or endorsements.

10. Project plan (Secondary Criterion 4)

The project plan must provide the following information (two pages maximum).

- i) A timeline listing key dates and activities;
- ii) A strategy for the marketing and distribution of the CD; and
- iii) A plan for the CD launch.

Please note that the recording and launch of the CD should be completed by 30 June 2012. Should your application be successful, timeframes may need to be negotiated.

11. Budget (Secondary Criterion 5)

Provide a comprehensive budget in the template provided that includes all associated costs with accurate quotes for major budget items. Example budget items are provided in the template below.

Please complete Table 1 and Table 2 in developing your budget. Budget notes may be attached. Budget notes allow you to demonstrate how you have arrived at your budget figures and could include a justification of any costs that could be considered to be high, and written quotes from recording studios, insurance companies, and key service providers such as your producer, publicist etc. You should also attach letters of support confirming all other sources of funding.

Table 1

When completing Table 1, please provide details of any additional funding for the project including Recipient Contributions and Other Contributions. For example Recipient Contributions may include band cash contribution and band In-Kind contributions. Other Contributions may include state government grant, industry donation, industry contribution In-Kind etc.

For In-Kind Contributions, please include the value of the contribution in the budget, but include \$IK within the figure. (ie. If you are receiving a \$20,000 in-kind contribution for Producer fees, this should be included in the "other Contributions" as \$IK20, 000).

Table 2

Table 2 is the budget template to itemise likely expenditure.

If a budget line item detailed in the template is not relevant to your project, please leave the item as \$0. If there is a budget item which is not included in the template, please include this in the spare rows provided. You will need to ensure that all activities that are included in your budget form part of the eligible activities as detailed in the guidelines.

Please note that the income and expenditure columns must balance.

All budget items must include the GST to be paid on purchases.

Funding provided by the Department may be subject to GST. However, do not add GST to your total grant request. If you are registered for GST and your application is successful you will be paid the additional 10% GST which you need to remit to the Australian Taxation Office. If you are not registered for GST, no GST payment will be made.

If you are successful in being selected for a Breakthrough grant, you will be required to have the following insurance cover in order to receive funding:

- Workers compensation insurance as required by law; and
- Public liability insurance to the value of at least \$10 million for each and every claim or occurrence giving rise to a claim, in respect to activities undertaken.

You will also be required to provide a financial statement that has been prepared by a qualified accountant in order to successfully acquit the grant.

Please include provision for insurance and accounting costs in your budget proposal.

If you are applying for artist's fees and travel, this component of the budget must not exceed more than 10 per cent of the total budget.

TABLE 1:

INCOME	Budget amount
Funding (Breakthrough grant)	
Recipient Contributions, including In-Kind - <i>Provide a brief description for each contribution: Eg. Band cash contribution, band in-kind contribution (artist's time etc).</i>	
Other Contributions, including In-Kind (eg. Industry contributions or other grants) <i>Provide a brief description for each contribution:</i>	
TOTAL INCOME:	

TABLE 2:

EXPENDITURE	Breakthrough Funds	Recipient contributions (inc In-Kind)	Other contributions (eg industry funding or grants) (inc In-Kind)	Total Budget
Recording and Production Costs				
Studio hire				
Producer fee				
Mixing				
Mastering				
Equipment hire				
Equipment consumables				
Session musicians				
[A] Total Recording Costs				
Manufacturing Costs				
Album pressing				
Printing inserts				
[B] Total Manufacturing Costs				

	<i>Breakthrough Funds</i>	Recipient contributions (inc In-Kind)	Other contributions (eg industry funding or grants) (inc In-Kind)	Total Budget
Marketing Costs				
Photography				
Artwork design				
Publicist				
Website email lists				
Marketing material eg posters, cards				
Video production				
[C] Total Marketing Costs				
Artists fees and travel*				
Artists fees**				
Accommodation				
Flights				
Car Hire				
Petrol				
Per diems				
Incidentals				
[D] Total Fees and Travel Costs				
Project and Admin Costs				
Administration costs				
Accounting and audit fees				
Insurance fee				
[E] Total Project and Admin Costs				
TOTAL PROJECT COST [A+B+C+D+E]				

*Artists fees and travel cannot amount to more than 10 percent of the total budget unless exceptional circumstances have been discussed with the Breakthrough project officer

** Artists fees are defined as any fees paid to the applicant band/artist.

Supplementary information check list

- Provide an original, completed and signed application form, lyric sheets, support material, four copies of demonstration recordings and an electronic copy of these documents.
- Note CDs, demonstration recordings, lyric sheets and support material will not be returned at the end of the application process. These documents and items are subject to copyright and cannot be used by the Department for any other purpose without the permission of the individual artist or band.

Have you included?

A) Required material – (tick each box)

- The original completed and signed application form, lyric sheets and support material (**post marked on or before the closing date and time**)
- An electronic copy of the completed application form, lyric sheets and support material sent to contemporary.music@pmc.gov.au by 5pm 28 October 2011
- A short description of your music genre
- Four copies of your demonstration recording on CD
- Details of songs on the demonstration recording
- Details of the songs to be recorded using Breakthrough funding
- Lyric sheets for both your demonstration recording, and the songs to be recorded using Breakthrough funding
- A detailed description of you or your bands experience and success in the music industry
- A CV or biography for all key musicians/band members involved in the project
- A description of the creative skills and industry background that the key professionals involved will bring to the project
- A CV or biography for all key industry professionals involved such as managers, producers, agents publicists and consultants
- Letters from industry professionals (producer, publicist, record company etc.) confirming participation in the project
- A project plan including a timeline, marketing strategy and plan for the CD launch
- Completed budget tables (Tables 1 and 2)
- Letters of support confirming all other sources of funding (if any)

B) Supporting material – you should supply support material that may include (circle Y or N):

- Y/N** An artist/band photo
- Y/N** Samples of reviews
- Y/N** Previous publicity material
- Y/N** Radio play lists
- Y/N** Website visitation rates
- Y/N** Evidence of national and international interest in your music
- Y/N** Recent press clippings, review, editorial and/or endorsements
- Y/N** Budget notes
- Y/N** Other (please specify) _____

Applicant Certification

I/We have read and understood the Breakthrough Program Information and Guidelines and obtained clarification where needed.

I/We certify that the individual artist or group listed in the application meet the minimum eligibility requirements as listed in the Breakthrough Program Information and Guidelines and:

- at least one principal performer is Aboriginal or Torres Strait Islander, identifies as such, and is recognised by their community; and
- all individual musicians and band members are Australian citizens and residents of Australia.

I/We certify that the information provided in this application including attachments is true and correct and discloses all required details.

I/We understand that inaccuracies or omissions may disqualify this application.

I/We understand that if applications and/or CDs are damaged, lost or stolen in the mail that this is no fault of the Department.

I/We understand that if successful, my grant details will be published in media releases and on the Department's website. Any photographs supplied may also be published with the Department's acknowledgment and permission is given to the Department to publish these photographs in media releases and on the Department's website only.

I/We certify that all songs submitted with this application are the original work of the applicant artist/band, and do not infringe the intellectual property rights of any other person. If there is intent to use the intellectual property of another person, a license for use must be obtained.

I/We understand that under section 137.1 of the *Criminal Code Act 1995* (Cth) giving false or misleading information is a serious offence.

Applicant Name.....

Position.....

Applicant Signature.....

Date.....