



# TERMS OF REFERENCE



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## CONTACT DETAILS

If you have any questions regarding the Anzac Centenary Arts and Culture Fund Public Grants Program, you can:

- visit [www.arts.gov.au/anzac](http://www.arts.gov.au/anzac)
- email [anzac@arts.gov.au](mailto:anzac@arts.gov.au), or
- phone 02 6141 4994.

**Ministry**  
for the  
**Arts**

# SECTION 1

## ANZAC CENTENARY ARTS AND CULTURE FUND'S CREATIVE ADVISOR AND ADVISORY PANEL

### 1 INTRODUCTION

In 2014, worldwide commemorations marking the centenary of the First World War will start, continuing until 2018. For Australians, the 'Anzac Centenary' will be one of the most significant commemorations to take place in the lives of current generations.

The Anzac Centenary Advisory Board determined that the Anzac Centenary should focus on two themes:

- the centenary of the First World War
- a Century of Service—commemorating more than a century of service and sacrifice by the men and women who have served, and continue to serve, Australia and its allies during war and on peacekeeping operations.

The Australian Government has committed more than \$140 million over seven years to activities to commemorate the Anzac Centenary, including \$4 million for an Arts and Culture Fund. The Arts and Culture Fund will be delivered over four years from 2014-15 to 2017-18.

Art is a fitting way to celebrate the extraordinary spirit that characterises Australia's fighting men and women and the Anzac legend. Projects supported through the Anzac Centenary Arts and Culture Fund will tell the story of the Anzacs and how their sacrifice shaped our nation. Artistic expression will convey a multitude of themes, stories, reflections and messages about Australia's experiences of war at home and abroad in powerful and diverse ways, contributing an extra dimension to the broader Anzac Centenary commemorative program.

### 2 THE ANZAC CENTENARY ARTS AND CULTURE FUND

The purpose of the Anzac Centenary Arts and Cultural Fund is to support individuals, organisations and groups, including cultural institutions, artists and arts organisations, to create and access artistic and cultural activities, including physical and virtual exhibitions and the creation, presentation, publication and performance of artistic works with the objective of interpreting, exploring and contributing to the Anzac story and the Anzac legacy.

In order to balance major national projects with significant community outreach, and to empower all communities to commemorate and remember their own history of service and sacrifice in ways of their choosing, the Arts and Culture Fund will be delivered in two streams.

#### **Production and Commissioning Fund**

\$2 million will be available through a Production and Commissioning Fund, under the leadership of the Creative Advisor. The Creative Advisor, with the assistance of a Creative Advisory Panel, will commission a range of projects with an emphasis on national and regional collaboration and reach.

Funding received from the Anzac Centenary Arts and Culture Fund can be for a maximum of 70 per cent of the total project budget. Each of the project partners (minimum three project partners) must each contribute a minimum of 10 per cent of the total project budget. For example, if there are five project partners, a maximum of 50 per cent of the total project budget would be offered.

There is no minimum or maximum funding limit for any individual application. The Creative Advisory Panel reserves the right to recommend partial funding for a project. There is no set number of grants that will be awarded. The total number of grants awarded will depend on the applications received.

## Public Grants Program

A \$2 million open Public Grants Program will be administered by the Ministry for the Arts, providing funding to individuals, organisations and groups for collaborative, commemorative arts and culture projects that engage local communities, particularly in regional Australia, and produce high quality artistic outputs. For information about the Public Grants Program visit [www.arts.gov.au/anzac-centenary/public-grants-program](http://www.arts.gov.au/anzac-centenary/public-grants-program).

**This document outlines:**

- **the roles and responsibilities of the Creative Advisor and Creative Advisory Panel.**
- **governance and reporting arrangements for the Creative Advisory Panel.**

**The eligibility criteria and terms and conditions of funding through the Production and Commissioning Fund are available in the Anzac Centenary Arts and Culture Fund Production and Commissioning Fund Guidelines, available at [www.arts.gov.au/anzac-centenary/production-and-commissioning-fund](http://www.arts.gov.au/anzac-centenary/production-and-commissioning-fund).**

## 3 OBJECTIVES

The Anzac Centenary Arts and Culture Fund will support the development, production, presentation, exhibition or performance of arts and culture projects that enhance our understanding of the Anzac legacy.

The Production and Commissioning Fund aims to achieve the following objectives:

- Every Australian has the opportunity to access high-quality arts and cultural activities that commemorate the Anzac Centenary.
- Australia's cultural institutions, artists and arts organisations explore issues and themes relating to the Anzac Centenary to enhance our understanding of the Anzac legacy.

## 4 THE PRODUCTION AND COMMISSIONING FUND

The Production and Commissioning Fund is a curated program. Proposals for funding through the Production and Commissioning Fund will be by invitation of the Creative Advisor and Creative Advisory Panel only.

The Production and Commissioning Fund will:

- a support a comprehensive program of high quality arts and cultural activities across the full duration of the Anzac Centenary
- b balance the need to both support new projects and to enhance or expand existing projects
- c support large-scale projects with cross-jurisdictional reach, including accessibility outside capital cities
- d support at least one project to be delivered in each Australian state and territory
- e enhance our understanding of the Anzac legacy, the impacts of service on those returning from war, the contribution of women, Indigenous Australians, Australians from culturally and linguistically diverse backgrounds, and those on the home front, in Australia's war efforts
- f support projects across the full range of artforms, including the creative industries.

Projects must respect the commemorative involvement, service and sacrifice of Australia's servicemen and women, and of other nations involved in military conflicts. Projects that do not enhance our understanding of the Anzac legacy or fit within the spirit of the Anzac Centenary commemorative program will be ineligible.

The \$2 million provided by the Australian Government for the Production and Commissioning Fund will support projects by Australian artists, arts organisations or cultural institutions that will primarily be delivered in Australia. Leveraged funding may be dedicated to supporting international activities.

It is acknowledged that a principal purpose of the Production and Commissioning Fund will also be to support projects whose objectives are to engender an appreciation of the continued present day relevance of the Anzac legend to Australians.

## SECTION 2

# THE CREATIVE ADVISOR AND ADVISORY PANEL

### 5 THE CREATIVE ADVISOR ROLE

The Creative Advisor will:

- be appointed by the Minister for the Arts
- provide full creative leadership of the Arts and Culture Fund
- convene a Creative Advisory Panel of sector experts to provide advice and facilitate outcomes outlined in the Anzac Centenary Arts and Culture Fund Production and Commissioning Fund Guidelines
- oversee the allocation of the \$2 million Production and Commissioning Fund
- commission appropriate works on behalf of the Australian Government and provide creative leadership in the arts sector, drawing together existing activities and integrating Anzac Centenary themes into existing arts and culture events to animate a broad reaching arts and culture program
- provide ongoing advice and facilitation for a suite of creative activities to commemorate the Centenary across the four-year commemorative period
- adhere to the criteria and requirements outlined in the Anzac Centenary Arts and Culture Fund Production and Commissioning Fund Guidelines in considering potential projects or initiatives to be funded through the Production and Commissioning Fund
- be responsible for identifying projects that meet the objectives of the Production and Commissioning Fund and submitting proposed projects to the Ministry for the Arts for decision by the Minister
- leverage additional financial support for the Arts and Culture Fund and report to Government on leveraged funding
- consider projects funded through the Anzac Centenary Arts and Culture Fund Public Grants Program, draw connections between funded projects and existing arts activities and leverage additional support based on funded activities
- consider how the major projects identified by the Anzac Centenary Advisory Board in its report to Government (Recommendation 21) might be supported through the Production and Commissioning Fund
- engage and activate professional networks to leverage upon the knowledge and experience of cultural organisations across Australia to ensure immediate ownership and interest in its success.

### 6 THE CREATIVE ADVISORY PANEL

The Creative Advisory Panel will:

- be selected by the Minister for the Arts in consultation with the Creative Advisor
- be chaired by the Creative Advisor
- support the Creative Advisor to:
  - a identify arts and culture projects that meet the criteria outlined in the Anzac Centenary Arts and Culture Fund Production and Commissioning Fund Guidelines that might be appropriate for funding through the Production and Commissioning Fund
  - b program the Production and Commissioning Fund by influencing the programming of major arts and culture events, drawing linkages, identifying opportunities to leverage additional financial support for the Production and Commissioning Fund.

### 7 MEMBERSHIP

- Members of the panel must be appropriately qualified and connected in the Australian arts or business sectors to facilitate connections to achieve the objectives of the Production and Commissioning Fund.
- The Ministry for the Arts will provide a list of potential candidates for the Minister for the Arts and the Creative Advisor's consideration. Members will be selected by the Minister for the Arts in the consultation with the Creative Advisor.
- Ex-officio members may be appointed at any time by the Minister for the Arts in consultation with the Minister for Veterans' Affairs and Minister Assisting the Prime Minister for the Centenary of Anzac.

## 8 GOVERNANCE

### **Administrative Support**

The Ministry for the Arts will provide Secretariat services for the panel.

### **Remuneration**

Panel members will not be remunerated.

### **Conflicts of Interest**

Members with a conflict of interest, or perceived conflict of interest, must declare their interest prior to discussion of the matter. Where an actual conflict of interest exists, members will excuse themselves from the panel's deliberations.

### **Decision Making**

Panel decisions will be made by consensus. If a consensus cannot be reached, the Chair makes the final decision.

The Minister for the Arts is the decision maker for all projects supported through the Anzac Centenary Arts and Culture Fund, including the Production and Commissioning Fund and the Public Grants Program.