GUIDELINES
MAJOR FESTIVALS INITIATIVE
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>FUNDING GUIDELINES</td>
<td>3</td>
</tr>
<tr>
<td>INTRODUCTION</td>
<td>3</td>
</tr>
<tr>
<td>OBJECTIVES</td>
<td>3</td>
</tr>
<tr>
<td>OUTCOMES</td>
<td>3</td>
</tr>
<tr>
<td>ELIGIBILITY AND ASSESSMENT</td>
<td>4</td>
</tr>
<tr>
<td>FUNDING</td>
<td>5</td>
</tr>
<tr>
<td>MANAGING THE PROJECT</td>
<td>5</td>
</tr>
<tr>
<td>CONFLICT OF INTEREST</td>
<td>6</td>
</tr>
<tr>
<td>PRIVACY</td>
<td>6</td>
</tr>
<tr>
<td>TAXATION</td>
<td>6</td>
</tr>
<tr>
<td>COMPLAINTS MECHANISM</td>
<td>7</td>
</tr>
<tr>
<td>CONTACT DETAILS</td>
<td>7</td>
</tr>
</tbody>
</table>
FUNDING GUIDELINES

INTRODUCTION

The purpose of this granting activity is to provide funding to the Confederation of Australian International Arts Festivals (the Confederation) to coordinate and deliver the Major Festivals Initiative, a Commonwealth initiative since 2006, which supports the commissioning, development and showcasing of new Australian performing arts productions of scale for Australia’s major international arts festivals.

Providing grant funds to the Confederation will support the Commonwealth to achieve its arts and culture policy objectives of promoting artistic excellence, artistic integrity and respect for artistic freedom through support for Australia’s major international arts festivals to develop new Australian works for presentation.

Legislative authority on a range of Commonwealth programs is provided under Schedule 1AB of the Financial Framework (supplementary powers) Amendment (2015 Measure No.6) Regulation 2015 including new legislative authority for the Major Festivals Initiative under the New Program for Excellence in the Arts. The Funding Agreement will be executed between the Confederation and the Attorney-General’s Department; the Ministry of the Arts is a business unit within the Department.

OBJECTIVES

The Major Festivals Initiative will:

- increase access for Australian audiences to new quality Australian performing arts productions of scale;
- support the development of new Australian works that grow audiences;
- expand appreciation of new Australian performing arts productions;
- promote international awareness of the quality of Australian performing arts productions and Australian stories;
- strengthen Australia’s reputation as a sophisticated and artistic nation with a confident, outward-focused arts sector; and
- increase overall levels of presentation of new Australian performing arts productions of scale.

OUTCOMES

The outcomes of the Program include:

- provision of access to and opportunities for new Australian works in the performing arts;
- enhancement of the range of quality arts and cultural experiences that grow arts audiences throughout Australia;
- strengthening of Australia’s reputation as a sophisticated and artistic nation with a confident, outward-focused arts sector;
- nurturing of leadership and the pursuit of excellence in the performing art sector;
• encouragement of greater private sector support and partnership funding for new Australian work; and
• new artistic and cultural collaborations within Australian and internationally.

**ELIGIBILITY AND ASSESSMENT**

The recipient of funding to coordinate and deliver the Major Festivals Initiative must meet the following threshold criteria:

• be identified by the Ministry for the Arts as the national lead organisation for the Australian International Arts Festivals;
• have the capacity to deliver the Major Festivals Initiative
• demonstrated ability to secure alternative funding sources

The recipient must also:

• be an Australian incorporated not for profit organisation;
• have an active Australian Business Number (ABN);
• be registered for the Goods and Services Tax (GST), if required by the Australian Tax Office; and
• not have any outstanding reports, acquittals or serious breaches relating to any Australian Government funding.

The Confederation is currently the identified national lead organisation and is the only organisation in Australia assessed as qualified to fulfil this role against the criteria listed above. Accordingly, no selection process was undertaken. The Confederation has been identified through a targeted, closed, non-competitive basis.

The Confederation will deliver the Major Festivals Initiative through the Confederation’s member organisations, which are currently the following seven major Australian international arts festivals:

• Adelaide Festival
• Brisbane Festival
• Darwin Festival
• Melbourne Festival
• Perth International Arts Festival
• Sydney Festival
• Tasmanian International Arts Festival (Ten Days on the Island)

The Confederation will be responsible for administering the initiative including, managing the application and assessment process, convening the assessment panel meetings, oversight of the decision-making process by the independently appointed Chair and entering into and managing funding agreements for successfully funded productions.

The grant will be listed in the Attorney-General’s Department’s grants register, unless the Minister has obtained an exemption in accordance with the *Commonwealth Grants Rules and Guidelines*, paragraph 5.7.
**FUNDING**

The Commonwealth will provide about $1.5 million (indexed and ongoing) to the Confederation each financial year from 2015-16 for the Major Festivals Initiative.

Funding will be made available through a multi-year funding agreement with the Confederation, subject to indexation and available funds. Funding will be provided in two equal payments per year based on ongoing satisfactory performance.

The final amount of any funding and length of funding term awarded will be determined by the Minister for the Arts, after assessment by the Ministry for the Arts, subject to budgetary limits.

The Confederation will be responsible for deciding allocations of funding.

The Confederation will meet a minimum of two times a year to discuss proposals and make decisions on the allocation of funding. Only members of the Confederation will be eligible to apply for funding for the Major Festivals Initiative due to members, namely the seven major Australian international arts festivals, being the only organisations able to fulfil the objectives of the Major Festivals Initiative. The Confederation will be the final decision maker on grants. The Ministry for the Arts will sit as an observer on assessment panel meetings and provide policy guidance to the Confederation as appropriate.

The Minister for the Arts will be provided the opportunity to announce funding for individual projects funded through the Major Festivals Initiative.

**MANAGING THE PROJECT**

**Funding Agreement**

The Confederation must not make financial commitments in expectation of receiving funding until a Funding Agreement has been executed.

The Funding Agreement is an enforceable agreement between the Confederation and the Attorney-General’s Department, acting on behalf of the Commonwealth. It will outline the terms, conditions and obligations of funding, service delivery, accountability and reporting requirements for both the Department and the Confederation.

The Funding Agreement is a legally enforceable document that will set out the terms and conditions of funding, including:

- a description of the initiative
- reporting and acquittal requirements
- milestones in the progress of the initiative
- limits for spending categories and any allowed variance margins
- a schedule for payment of grant instalments (including consideration of GST), and
- agreed initiative outputs and performance measures.

The Funding Agreement will set out the principles guiding the process for applications to the Confederation for funding including the selection criteria, application and assessment process, grant management and any other conditions applicable to funding.

The Funding Agreement will confirm the funding recipient’s agreement to comply with all
relevant statutes, regulations, by-laws and requirements of any Commonwealth, State, Territory or local authority.

When the project has been completed, the Confederation must provide:

- a final report to demonstrate that it has achieved all the agreed milestones
- a project evaluation assessing the extent to which the objectives were delivered, and
- a financial statement and acquittal of Commonwealth funding and any other funding as set out in the Funding Agreement.

Once the Department has accepted these reports, the final grant payment, covering project expenditure up to the limit of the approved grant amount, will be made.

The Department will use either the whole-of-government low-risk funding agreement developed by the Department of Finance or the Department’s long-form funding agreement. The choice of agreement will be determined in accordance with the Department’s grant management policy based on the funding amount awarded and the project risk assessed during the application assessment process. If appropriate, use of the low-risk funding agreement is preferred. Copies of the two funding agreement templates can be found at http://www.agd.gov.au/

The funding agreement, once executed, may be varied in writing only, signed by both parties.

**CONFLICT OF INTEREST**

The Confederation must identify any potential perceived or actual conflict of interest arising from the proposed activity.

If there is the possibility of a perceived or actual conflict of interest, the Confederation should include a statement addressing this and demonstrate why a conflict of interest would not result from the funding of the project, or how the conflict will be managed.

Ministry for the Arts staff involved in the administration the Major Festivals Initiative are also required as part of their duties to declare actual or perceived conflicts of interest.

**PRIVACY**

Personal information collected by the Attorney-General’s Department is protected by the Privacy Act 1988 (Cth). The Department collects personal information to carry out its functions properly and efficiently. The Department only uses personal information for the purposes for which it was given to the Department and for directly related purposes (unless otherwise required by, or authorised under, law). Contact details of successful organisations will be made available to the Minister for the Arts and other Members of Parliament.

**TAXATION**

Funding payments will be exclusive of GST unless otherwise indicated. Payments to states, territories and local government do not attract GST. The Ministry does not provide advice on whether or how organisations pay GST. If required, applicants are advised to seek advice from a qualified professional or the Australian Taxation Office www.ato.gov.au. The funding recipient should be advised that the Department will report details of all payments to the Australian Tax Office.
COMPLAINTS MECHANISM

The Ministry for the Arts regards complaints as a way of both assessing and improving our performance. The Ministry will endeavour, where possible, to ensure that complaints are resolved promptly, fairly, confidentially and satisfactorily and that our processes are improved as a result. Complaints regarding any aspect of the application process should be directed to the contact address below.

CONTACT DETAILS

Contact details should be provided:

| Ministry for the Arts, Telephone: (02) 6141 4942 | Attorney-General’s Department: asha.rajah-clarke@arts.gov.au or stephen.arnott@arts.gov.au | Ministry for the Arts Attorney-General’s Department 3-5 National Circuit BARTON ACT 2600 |