

CREATE NSW 2023

Holiday Break Program

PART OF OFFICE FOR REGIONAL YOUTH HOLIDAY BREAK PROGRAM



ALWAYS, BY JACOB NASH, SYDNEY FESTIVAL 2019. PHOTO VICTOR FRANKOWSKI



Create NSW acknowledges and respects the Traditional Owners & Custodians of the Lands in which we live & work.

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GUIDELINES

We recommend reading the full guidelines on this page before completing your application.

To submit your application, you will need to complete and submit the relevant application form through our secure online grants system, SmartyGrants.

KEY DATES

- Applications **open** Thursday 6 April 2023
- Applications **close** Thursday 4 May 2023 at 5PM AEST
- Notification of successful late July 2023.


Activities **must** take place during one of the following school holiday periods:

- **Spring Holidays** 25 September – 6 October 2023,
- **Summer Holidays** 20 December 2023 – 29 January 2024

Late applications cannot be accepted as the assessment process commences immediately after the deadline.

ACCESSIBILITY

If you are an applicant with disability, and you require this information in a format which is accessible to you, or if you require this information in another language, you can contact us on the details below between 9am and 5pm Monday to Friday.

 (02) 8289 6520

 arts.funding@create.nsw.gov.au

Contact the **Arts Funding** team directly.

Create NSW staff are available to provide information to potential applicants on interpretation of these Guidelines, including types of projects eligible for funding and advice on the online application process. Staff cannot help directly with your application. To maintain a fair and equitable process, staff are unable to edit or correct any applications.

The National Relay service numbers are:

TTY users: Phone 133 677 then ask for (02) 8289 6520

Speak and Listen users: Phone 1300 555 727 then ask for (02) 8289 6520

Internet Relay users: Connect to NES then ask for (02) 8289 6520

Arabic

إذا كنت تحتاج إلى هذه المعلومات بصيغته اسهل للقراءة او بلغتك الام، او إذا كنت تحتاج إلى مساعدة في تقديم طلبك، يرجى الاتصال بنا بين الساعة 9 صباحاً و 5 مساءً من الإثنين إلى الجمعة

Traditional Chinese

如果您需要我們以更容易獲取的格式或您的母語提供這些資訊，或者您在申請中需要任何幫助，您可以在週一至週五上午9時至下午5時之間同我們聯絡

Simplified Chinese

如果您需要我們以更容易獲取的格式或您的母語提供這些信息，或者您在申請中需要任何幫助，您可以在週一至週五上午9時至下午5時之間同我們聯絡

Filipino

Kung kailangan mo ang impormasyong ito sa madaling ma-access na format o sa iyong unang wika, o kung kailangan mo ng anumang tulong sa iyong aplikasyon, maaari kang makipag-ugnay sa amin sa pagitan ng ika-9 ng umaga at ika-5 ng hapon Lunes hanggang Biyernes

Greek

Εάν χρειάζεστε αυτές τις πληροφορίες σε πιο προσιτή μορφή ή στην πρώτη σας γλώσσα, ή αν χρειάζεστε βοήθεια με την αίτησή σας, μπορείτε να επικοινωνήσετε μαζί μας από 9πμ έως 5μμ, Δευτέρα έως Παρασκευή

Hindi

यदि आपको यह जानकारी अधिक सुलभ प्रारूप (फॉर्मेट) में या अपनी पहली भाषा में चाहिए, या यदि आपको अपने आवेदन के साथ किसी भी सहायता की आवश्यकता है, तो आप सोमवार से शुक्रवार सुबह 9 बजे से शाम 5 बजे के बीच हमसे संपर्क कर सकते हैं।

Italian

Se hai bisogno di queste informazioni in un formato più accessibile o nella tua prima lingua, o se ti serve assistenza con la domanda, puoi contattarci dal lunedì al venerdì tra le 9 e le 17

Korean

열어 보기 쉬운 포맷이나 본인의 모국어로 이 정보를 보고 싶거나, 신청 과정에 무슨 도움이든 필요하시면 월요일부터 금요일 오전 9시부터 오후 5시 사이에 연락하시면 됩니다

Macedonian

Ако оваа информација ви треба во подостапен формат или на вашиот прв јазик, или ви треба помош околу вашата апликација, може да не контактираме меѓу 9 наутро и 5 попладне од понеделник до петок.

Portuguese

Se necessitar desta informação num formato mais acessível ou na sua língua materna, ou se necessitar de qualquer assistência com o seu pedido, pode contactar-nos entre as 9:00 e as 17:00 horas, de segunda a sexta-feira.

Spanish

Si necesita que esta información esté en un formato más accesible o en español, o si necesita asistencia con su solicitud, puede ponerse en contacto con nosotros de lunes a viernes entre las 9 y las 17 hrs.

Thai

หากคุณต้องการข้อมูลนี้ในรูปแบบที่สามารถเข้าถึงได้ง่ายขึ้นหรือเป็นข้อมูลในภาษาแรกของคุณ หรือหากคุณต้องการความช่วยเหลือเกี่ยวกับใบสมัครของคุณ คุณสามารถติดต่อเราได้ วันจันทร์ถึงวันศุกร์ ระหว่างเวลา 9.00 น. ถึง 17.00 น.

Turkish

Bu bilgilere daha erişilebilir bir formatta veya ana dilinizde ihtiyacınız varsa veya başvurunuzla ilgili herhangi bir yardıma ihtiyacınız varsa, Pazartesi-Cuma günleri 09:00-17:00 saatleri arasında bizimle iletişime geçebilirsiniz.

Vietnamese

Nếu quý vị cần thông tin này ở dạng dễ đọc hơn hoặc bằng tiếng mẹ đẻ của mình, hoặc nếu cần được trợ giúp về bất cứ điều gì với đơn xin của mình, quý vị có thể liên hệ với chúng tôi trong khoảng thời gian từ 9 giờ sáng đến 5 giờ chiều, từ Thứ Hai đến Thứ Sáu

NSW ABORIGINAL ARTS & CULTURAL PROTOCOLS

Create NSW plays an important role in supporting the NSW Aboriginal cultural sector through providing direct investment through funding programs, developing strategies and policies for cultural development and advice and guidance to Aboriginal artists, arts workers and organisations.

Create NSW acknowledges that a strong and vibrant Aboriginal cultural sector starts with supporting self-determination for the Aboriginal sector to manage, maintain and preserve Aboriginal cultures and ensure that the right way to do cultural business is supported, understood and acted on.

With the Aboriginal Arts & Cultural protocols, Create NSW seeks to work with the Aboriginal cultural sector to champion a new **body of practice** that has Aboriginal self-determination and Aboriginal cultural authority and agency at its foundation.

Just as Aboriginal culture is living and continues to evolve, these Protocols have been developed to be a living document. Create NSW will continue to work with the NSW Aboriginal cultural sector to update the protocols annually to ensure that the continued growth and new and emerging areas are covered.

The Protocols can be found [here](#).



OVERVIEW

The Holiday Break Program is an Office for Regional Youth program designed to provide regional young people (12–24 years old) with access to recreational and social activities that are responsive, free, and local, so their creativity, imagination, self-confidence, and self-efficacy is enhanced, as well as their physical, social, cognitive and emotional development skills.

Create NSW is developing strategic targeted initiatives to respond to gaps and opportunities for children and young people participating in arts, screen and culture in regional NSW.

Find out more about the Holiday Break Program [here](#).

Holiday Break Program Objectives:

- Foster young people's participation in arts, screen, and cultural activity
- Provide positive social and economic impacts for young people through the value that the cultural and creative sector brings
- Engage with communities in line with Create NSW priority areas
- Embed First Nations cultural knowledge and protocols within Government and in the public domain
- Increase media opportunities for Holiday Break programming with arts and culture outcomes
- Increase employment of NSW based artists and cultural workers.

Holiday Break Program Outcomes:

- Free access to arts activities and engagement for young people aged 12–24 years, which would otherwise be inaccessible or difficult to access
- Workshop programs culminating in an open performance, workshop, or artwork for family and friends
- Program created through collaboration between regional and metro providers
- The development of creative skills in regional young people, with particular focus on First Nations, and disadvantaged young people
- Increased awareness of Creative Kids providers and the Holiday Break Program.

APPLICATIONS

Grants are available for applicants to deliver a program of creative arts workshops in regional NSW. These can comprise Music, Dance and Physical Theatre, Storytelling, or Drama.

Music Workshops

Music Workshops will forge relationships across regional NSW, to facilitate transformative musical experiences across the state. This music camp (five days) will introduce young people to the benefits of making music and engage them with music organisations. It is an opportunity to elevate and amplify their love of music-making at a scale not often achievable in regional centres. The program will cover multiple artforms of music and expression including contemporary, hip-hop, folk, jazz, rock n roll and classical. The intensive nature of a music camp also creates an environment where young people can explore different music genres and identities.

Dance and Physical Theatre Workshops

Dance / Physical Theatre organisations will deliver a Dance and Physical Theatre Camp over five days in regional NSW. The program will involve Dance, Physical Theatre, Choreography, Parkour and Circus Arts. Industry professionals and renowned tutors will present bespoke programs across the state providing participants with enhanced skills, networks and access to long-term education.

Storytelling Workshops

Individuals or groups/organisations take to the road to run creative storytelling workshops of all types in regional locations, partnering with libraries to increase young people's engagement with existing creative writing services.

These Workshops (min 3 days) can be in any form of storytelling, be it visual, written or verbal. Example forms include podcasting, manga/comic book creation, slam poetry, flip book animation and any form of creative writing. These workshops are not your typical classroom activity, participants will create their own stories in an exciting format with industry professionals and will walk away with a final outcome they can show off to their family and friends.

Drama Camp

Drama organisations and individual arts professionals will deliver a Drama Camp over five days in regional NSW. Building on the popularity and success of the 2022 program, program partners will continue to develop long-term community engagement developed in the inaugural program, and new partners will forge engagement in more areas of NSW.

Genres can include acting for theatre or screen, play building, improvisation, mask work and mime. These workshops will go above and beyond what is taught at school and provide access to drama for those regional youths who have had their performing arts programs defunded in recent years. Eligible workshops include day camps and residential camps.

The programs must result in a public facing outcome in the form of a performance, workshop, work of art or similar.

You can select your preferred dates and locations, but final programming will be negotiated with Create NSW staff to ensure even coverage of school holidays and priority regions. Applicants can propose suitable locations; however, priority will be given to projects that target disadvantaged and remote areas and strong regional partnerships.

Your program must be free to the public, employ NSW creative artists, and meet all legal requirements and legislation.

If your program includes Aboriginal cultural elements, community, or heritage, or covers the Aboriginal priority area, please refer to [Create NSW Aboriginal Arts and Culture Protocols](#) for guidance and direction.

These grants will support creative arts tutors delivering the workshops, any costs associated with the presentation and promotion of a professional event over the school holidays.

All artists engaged must be paid in accordance with current Industry rates and allowances. Further information on current rates can be found [here](#).

WHO CAN APPLY FOR FUNDING?

Applicants can be:

- An Individual/Sole Trader
- Group of artists or organisation** (both not-for-profit and for-profit)
- Create NSW designated Major Performing Arts company, State Significant Organisation, State Cultural Institution or Key Festival
- Regional Conservatory
- Writing Centre
- Regional Theatre
- Local Council or Library
- Educational institution
- Creative Kids Provider

All applicants must reside in NSW or, for organisations, have a registered office address in NSW.

All applicants must hold Working with Children Checks and Public Liability.

For-profit organisations are eligible to apply if the activity takes place on a break-even basis.

* Organisations already in receipt of Program or Project Funding from Create NSW are eligible to apply, however, the project must sit outside their core activities and those already covered in their Create NSW Funding Agreement.

Australian Business Number (ABN) Requirements

If applying as an Individual, you can apply with an Individual/Sole Trader ABN OR If you are the sole director of a private company, the ABN for that company.

If applying as a Group, you can provide: A group members' Individual/Sole Trader ABN, or a partnership ABN, or an Unincorporated Entity ABN

If you do not have an ABN and you are successful, you will need to either obtain an Individual/Sole Trader ABN or engage someone to administer the funding.

If you don't have an ABN? An administrative body/third party (e.g., manager, agent or producing organisation) can receive and administer funds on your behalf. You may be asked for a fee for this service, and it is recommended that you include that fee in your project budget.

Applicants from diverse backgrounds are encouraged to apply and priority will be given to programs that include First Nations teaching artists and First Nations led organisations. Projects with a First Nations focus may also be eligible to apply for the First Nations Projects Holiday Break Program found [here](#).

WHAT CAN I APPLY FOR?

Activities

Programs must present workshops/activities at any time over the required period but must be free and in an appropriate venue.

Examples of funding opportunities could include, but are not limited to the presentation of:

- **Dance and Physical Theatre** A one-week dance workshop featuring multiple style masterclasses and choreography workshops (for ages 15–18)
- **Storytelling** A three-day podcasting workshop for ages 16-24 where participants are taught how to write and produce their own podcast.
- **Music** A one-week Hip Hop camp for ages 12-15 including digital music composition.
- **Drama** A one-week drama camp for teens in acting and directing for screen (ages 12–16).

Eligible Costs

Applications can request support for costs associated with presenting creative arts workshops.

Applicants may apply for the following funding amounts per artform

- **Music Workshop** \$20,000
- **Dance and Physical Theatre Camp** \$20,000
- **Drama Camp** \$20,000
- **Storytelling Workshop** \$10,000

You cannot apply if you are already receiving funding from Create NSW for the same activity.

This covers a range of expenses including:

- Arts tutor fees – these must be based on industry rates, and include payment for partnering regional artist/arts organisation
- Travel and accommodation costs including travel allowances
- Travel for participants such as a coach to assist access and participation
- Project management and administration costs
- Consultant fees
- Direct production costs associated with performance outcome including venue hire, lights, sound, and arts supplies
- Marketing and promotion costs
- Documentation costs
- Recreation Centre costs via Office of Sport for Camp programs
- Contribute to the costs of implementation of a COVID safety plan.

Funding cannot be used for the following:

- Fees for arts tutors from interstate or overseas
- Purchase of equipment such as laptops
- Programs for people outside the target age range.

HOW WILL MY APPLICATION BE ASSESSED?

Applications will be assessed by a panel, including NSW Government staff and external experts.

Assessment Criteria

Applications will be assessed against the following criteria:

1 Project Merit

Your application should demonstrate:

- the artistic merit of the arts program and proposed tutors, including experience hosting workshops
- experience of the applicant to organise the event.

2 Project Impact

Your application should demonstrate:

- how you intend to present and promote your program
- how you will create long-term outcomes including building partnerships, skills development, and increasing capacity in the regions for ongoing programs.

3 Project Viability

Your application should demonstrate:

- effective planning and use of resources, including Program Plan
- realistic and accurate project budget
- effective risk management plan.

Support Material

These may include letters of support related to the program such as letters from venues, partners, key sector contacts or other funding agencies.

Application Process

You will apply through the Create NSW SmartyGrants.

APPLICATION PROCESS

You will apply through the [Create NSW SmartyGrants system](#).

ASSESSMENT PROCESS

You will receive an automated response from our secure online grants system once your application has been submitted. All applications then proceed through an assessment process as outlined below.

Eligibility Check

Once received through the online grants system, all applications will undergo an eligibility check.

Eligible applications proceed to the assessment process.

If you are deemed ineligible, you will be advised in writing within a few days of your submission date and your application will not proceed to assessment.

Assessment Stage 1

All applications will be assessed by an expert panel against three assessment criteria: Merit, Impact and Viability.

Assessment Stage 2

Create NSW staff will contact you to negotiate aspects of your program, including partnerships, engagement strategies, dates and locations.

Final recommendations will be made to ensure equity across the state and the best outcomes for NSW Government investment.

WHEN WILL I KNOW THE OUTCOME OF MY APPLICATION?

All applicants will be notified of the outcome of their applications by **late July 2023**.

What happens if my application is successful?

If you are successful:

- You must acknowledge Create NSW and Office for Regional Youth Holiday Break Program in your promotion
- In addition, your event must include recognition of this grant by including the NSW Government Waratah logo, and the following lines: Supported by the NSW Government through Create NSW and Office for Regional Youth
- Payments will not be made until any Create NSW outstanding acquittals have been submitted.

Timing

Your activity must be held within one or more of the school holidays outlined below.


- Spring Holidays 25 September – 6 October 2023,
- Summer Holidays 20 December 2023 – 29 January 2024

Reporting

You will need to complete an acquittal report within two months of the Project ending.

WHAT SUPPORT IS AVAILABLE TO ME?

We have a range of [resources](#) available to assist you with your application. After reviewing these, you may contact a staff member if you need advice regarding these guidelines from 9am and 5pm Monday to Friday.

 (02) 8289 6520

 arts.funding@create.nsw.gov.au

Or you may contact staff directly [here](#).

If you are applying for activity that involves working with Aboriginal communities or Aboriginal cultural heritage, please refer to [Create NSW's Aboriginal Arts and Cultural Protocols](#).

We also recommend that you sign up to the Create NSW e-Newsletter to stay informed of updates via the top right-hand-side of our website.

Create NSW staff are available to provide information to potential applicants on interpretation of these Guidelines, including types of projects eligible for funding and advice on the online application process. Staff cannot help directly with your application. To maintain a fair and equitable process, staff are unable to edit or correct any applications.

DEFINITIONS

An Artist/Arts Tutor has:

- A commitment to arts/cultural work as a major aspect of their working life (even if this work is not the main source of their income)
- A degree of training, experience or manner of working that allows their work to be assessed against the highest practiced standards in their relevant artform or discipline.

A Group is two or more professional artists collaborating on project/s with an arts/cultural outcome. Groups may be legally constituted or an informal working association. They may be an entity that exists long-term, or a project specific association. Both kinds of group are eligible to apply for this funding.

An Arts and Cultural Organisation is an organisation that delivers arts and cultural outcomes as its primary role.

Regional NSW destinations are defined by Office of Regional Youth as the following LGAs:
[2023 Holiday Break Program Eligible Local Government Areas \(LGAs\)](#).