

Found Works Guidelines

Found Works is a pilot program that encourages artists from the West to reapproach and rediscover performing arts works that were stopped or delayed due to disruption over the past two years, including the impact of coronavirus. It specifically focuses on supporting artists for whom 2020-2021 was meant to be a formative time in the development of their creative portfolio – for example, their first major work, the first collaboration of a new collective, or a creative outcome that broadened their audience base.

Within **Found Works**, artists will be empowered to define their project requirements and scope, by presenting a personalised budget and project framework. Artists are encouraged to consider what their lost work of 2020-21 might need when pulling it out of the bottom drawer and placing it back in the spotlight. Creative activities could include table reads, developments, public showings, and other activities that support this work.

Applicants will be asked to define one or more professional development activities that will help them boost their skillset or build capacity. They will also be paired with a mentor of their choice to assist during the lifecycle of this program.

Program Objectives

The City of Maribyrnong's [Arts and Culture Strategy 2018-2023](#) acknowledges that the arts enable individuals and communities to engage on multiple levels, with differing skill sets and experiences, and seeks to actively remove physical, social and other barriers to arts practice and participation.

It is clear that the coronavirus presented, and still presents, a significant challenge to the performing arts sector. Artists and arts workers experienced ongoing professional and emotional instability, the cancellation of programs and productions, and an expectation to pivot to online delivery. Many artists had to put their developments, rehearsals and productions on indefinite hold. Others moved to new work opportunities outside the industry. Data collected by *I Lost My Gig* estimates that, "from the start of the pandemic to November 2021, performing arts and live events workers reported income losses totalling \$417.2 million, and over 374,000 cancelled gigs."¹

This program seeks to support artists with income, skills advancement, and access to mentorship, while creatively rediscovering a project partially lost or left alone due to COVID. It encourages artists to self-define their creative requirements and the fees needed to realise them, while also offering opportunities to enhance skillsets.

Found Works demonstrates a deep commitment to the following action items in the City of Maribyrnong's Arts and Culture Strategy 2018-2023:

Action 2.1: "Ensure that all arts and cultural programming encourages participation regardless of age, gender, sexual orientation, ethnicity, ability or income," by encouraging applicants from artists who have experienced barriers to their professional opportunities or development.

Action 2.5: "Consider a mentorship program that allows female artists, artists from diverse backgrounds, and artists with disability, to enhance their skills and experience," by building mentorship

¹ Data collected in <https://www.abc.net.au/news/2022-04-05/covid-impact-on-australian-theatre-and-performing-arts-funding/100868278>

and skill development into the project plan and budget, and encouraging applicants from artists who have experienced barriers in accessing support.

Action 5.2: *“Ensure that all arts and cultural programming encourages participation and active agency by participants in the development of the program,”* by offering this program as a Pilot that will undertake significant reflection and evaluation in order to assess Maribyrnong City Council’s ongoing role in COVID-recovery in the arts sector, and by also prompting applicants to define their own budget requirement and mentorship within the scope of this program.

About the Program

In 2022 the **Found Works** Program will offer up to **five (5) independent artists**, or artist collectives who live, work or study in Melbourne’s western suburbs, or have a significant connection to Maribyrnong, the unique opportunity to:

- Rediscover a work previously lost to COVID, in a project format defined by the artists
- Access professional development and/or skill building during this process, whether related to creative process, disability access, production or technical skills, or otherwise.
- Work with a Mentor of their choosing to build their knowledge, skills and professional networks.

This program is open to any artist (or artist collective) who lives, works, or studies in the West, or has a significant connection to Maribyrnong. It encourages applications from emerging artists, and artists who have otherwise experienced barriers in accessing support and production pathways.

The Opportunity

- Each **Found Works Artist** will receive a fee between \$3000-5000 (excluding GST) towards the rediscovery of their creative project and related professional development.
- Using MEAA or NAVA award rates as a guide, artists will shape their own budget and schedule for this period, while also accommodating other costs such as professional development, venue hire, and any other relevant expenditure (such as insurance and superannuation).
- Artists will detail a confirmed mentor of their choosing, whose contracted hours will be negotiated with Maribyrnong City Council, upon balancing the mentor requirements for this project alongside the other funded artists in this program. Mentor fees can be proposed to the limit of \$2,500 (excluding GST).
- The Found Works Program is to be undertaken any time during **1 July 2022 – 30 June 2023**.
- At the completion of this program, artists will be required to submit a project evaluation to Maribyrnong City Council.
- Artists will also be eligible for subsidised hire at Bluestone Church Arts Space and free access to technical equipment in the space if they wish to proceed to a public showing or a production in subsequent months.

- Arts and Culture Maribyrnong will provide support in the form of a liaison officer, and promote each artist throughout the program including any outcomes through our channels: Art Bytes newsletter, Arts and Culture website and social media.

Key Dates

Proposals OPEN	Week of Monday 25 April 2022
Proposals CLOSE	11:59pm Sunday 22 May
Assessment of proposals	Tuesday 24 May onwards
Final decisions advised	Week of 6 June
Contracting artists and mentors	Week of 6 June
Payment of Artists	Completed by 30 June 2022
Project	Undertaken within 1 July 2022 – 30 June 2023

Eligibility

- The Found Works Artist applicant must have a project to work on during the period of **1 July 2022 – 30 June 2023** and all applicants must outline a confirmed mentorship agreement and at least 1 x professional development or capacity building activity of the artists' choosing that relates to the artistic project or the artists' professional capacity.
- All applicants must have acquitted any previous Council grants.
- Applicants need to live, work or study in Melbourne's western suburbs, or have a significant connection to Maribyrnong, but their mentors or professional development activities can be located elsewhere.
- Peer-to-peer mentoring will be considered for this program if appropriate to the project proposed.
- Applications can be from collectives as well as individuals.
- The elected project must have public liability insurance to the value of no less than \$10 million, to be acquired upon confirmation of funding if not already held. Please contact Arts and Culture Maribyrnong for advice as to procuring insurance, if required.
- If achieving the project goal involves children or young people, artists must have valid Working with Children Checks.
- Artists are encouraged to use MEAA or NAVA rates for artist wages and have WorkCover and superannuation. Please contact Council if you require additional information about these rates and entitlements (and see resources below).
- Applicants are encouraged to consider accessibility for artists and audiences, and are welcome to discuss this with the Arts and Culture team.

- Applicants will be required to submit a letter of confirmation from their proposed mentor, a budget using a provided template, and links to proposed professional development activities.

Ineligible applicants

- Professional development activities related to an existing course of study in which the applicant is currently enrolled;
- Arts, cultural or heritage organisations funded through Council's Triennial Arts Partners or Festival funding;
- Ongoing staff salaries or core administration costs not specific to achieving the goals of the program;
- Competitions, prizes, award exhibitions or fundraising events;
- Applications to fund projects/activities that have been completed in their entirety; or
- Building, capital works² or facility maintenance or equipment.

Assessment Criteria

The Selection Panel will prioritise proposals that rate highly across the following criteria:

1. Clearly define a performing arts project that would benefit from creative re-discovery.
2. Outline aims and objectives for skill acquisition and mentorship.
3. Outline a project plan to generate artistic work during the timeframe.
4. Demonstration of the impact of the last two years on the artists' career or creative practice, whether related to interruptions, cancellations, delays, or otherwise.

Applications will be assessed by a peer panel comprising professional artists with strong connections to Melbourne's West, and staff from Arts and Culture Maribyrnong who support and promote the program. Should a panel member be part of, or associated with, an application, they will exclude themselves from discussion of that project.

How to Apply

[Complete the online form](#), which includes the following responses and uploads:

- Description of project
- Professional development and mentorship outline
- Plan for generating artistic work in this program
- Statement outlining impact of the last two years on your practice

² Capital works are defined as projects undertaken to create a new permanent asset or space, or to permanently change the use, function or layout of an existing asset or space

- CV
- Budget
- Letter of support from mentor
- Other supplementary material

Please submit this form and additional material no later than **11:59pm, Sunday 22 May 2022.**

Please reach out to Maribyrnong City Council's Arts Engagement Officer to discuss your potential application and ask any questions (including **submitting your application in an alternative format**):

Jessica Bellamy
Arts Engagement Officer
arts@maribyrnong.vic.gov.au
(03) 9688 0200

Useful Links

- Information about auspicings on the [Arts Law Centre of Australia website](#)
- See [this ArtsHub article](#) for some useful information about artist insurance, and suggested providers
- Find out more and apply for a Working with Children Check online [here](#)
- MEAA – Equity Minimums 2020 [here](#), Freelance Charge-out Rates [here](#)
- NAVA – Schedule of Fees for Practitioners [here](#)
- Find out more and register for Workcover [here](#)
- More information about superannuation on the Arts Law Centre of Australia website [here](#)
- NDIS Temporary Transformation Payment (TTP): [Pricing | Arts Access Victoria](#) and link to broader NDIS pricing [Price guides and pricing | NDIS](#)