

Victorian Writers' Centre Regional Funding Application Guidelines 2010

The Victorian Writers' Centre aims to encourage and assist writers who live outside metropolitan Melbourne.

The Victorian Writers' Centre has received funding from Arts Victoria and the Australia Council to support regional writing activities in 2010. Funding is available for a range of writing activities, such as workshops, readings, seminars and festivals for **organisational members** of the VWC. Applications for more than one project from an organisation will be considered but will be assessed in accordance with the VWC's policy of equitable access across Victoria. We encourage organisations, where relevant, to put together a plan covering all their activities during 2010 which require funding.

Please note that individual writers will not be funded.

Support can also be provided in non-financial ways, including promotion via our website, e-bulletin and magazine, as well as expertise and advice in areas such as marketing and programming.

Application guidelines

- Applicants must be organisational members of the Victorian Writers' Centre.
- Writers' fees are to be negotiated with the writer. The VWC can advise on rates if required.
- The applicant will be required to complete an artistic and financial report (acquittal).
- Publicity for the activity must acknowledge the VWC, Arts Victoria and the Australia Council (approval will be accompanied by appropriate logos).
- Activities will not be funded retrospectively.

Your application for funding should include the following information:

- Contact details for organisation applying for grant, including organisation name, address, contact person and contact details
- ABN if available
- Amount of funding sought
- Description of proposed activity/activities including:
 - what kind of activity will be held
 - who will participate
 - where and when the activity will happen
 - what is the purpose/ proposed outcome of the activity
 - writers confirmed as tutor/s. Please include CVs of tutors.
 - publicity strategy
 - budget – income and expenditure
 - other sources of funding sought.

Grants vary between \$200 and \$2000. Organisations should plan ahead, as they can only make one application per annum. **Applications for this funding round must be received by 15 March 2010.** Dependent on the number of successful applications, there *may* be a second funding round in the middle of the year.

Payment will be made to approved applicants (not to individual writers) on receipt of a **tax invoice** and the acquittal from the applicant.

Information

Victorian Writers' Centre, Level 3, The Wheeler Centre, 176 Little Lonsdale Street, Melbourne 3000.
Attn: Regional Funding Program 2010
Contact 03 9094 7855 or info@vwc.org.au.