

Queensland Major Commissioning Fund EOI

Form Preview

Privacy and introduction

* indicates a required field

Privacy statement

By completing this application you understand and agree to the way in which Arts Queensland and its third party service providers collect and manage your personal information. For further Arts Queensland privacy information go to <https://artsqueensland.smartygrants.com.au/>. For information about [OurCommunity's privacy policy and terms of use](#).

Did you speak with Arts Queensland before applying? You must do this to be eligible. *

Yes No

Applicants must speak with Arts Queensland prior to starting an application, to determine eligibility. Please call Arts Queensland on 07 3034 4016 or 1800 175 531.

Before you start

Please read the following to help in completing this form:

- [Program Guidelines](#)
- [Program FAQs](#)

Please note: Save your work as you go by regularly clicking the SAVE button.

Applicant details

* indicates a required field

Applicant contact details

Are you applying as an *

Applicant name *

Organisation Name

Note: Individuals are not eligible to apply

Queensland Major Commissioning Fund EOI

Form Preview

Street address *

Address

If your address is not found, click on - Can't find my address - and fill out the address in the space provided.

Postal address *

Address

If your address is not found, click on - Can't find my address - and fill out the address in the space provided.

Daytime contact number *

Please enter area code

Mobile phone number

Must be an Australian phone number.

Applicant website or social media site *

Must be a URL

Primary contact email *

Must be an email address.

Organisations and LGAs

Legal status (e.g. Incorp. assoc.) *

Contact person for this application *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position in the organisation *

Office contact number *

Must be an Australian phone number.

Contact email *

Must be an email address.

Applicant State Electorate and Local Government Area (LGA)

Queensland Major Commissioning Fund EOI

Form Preview

Use the [Electoral Commission Queensland website](#) to find your State Electorate and LGA.

Please enter the Applicant's street address provided above in the search field.

Use the drop-down below to enter your State Electorate and LGA.

Select your State Electorate *

Select your Local Government Area (LGA) *

Australian Business Number (ABN) details

The name of the applicant must be the same as either the ABN entity name in the 'Information from the Australian Business Register', or a Trading name registered to the ABN, enter the trading name in the field provided.

Applicant ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Registered business name (if different)?

GST Registered *

Yes

No

Operating entity

For profit

Not for profit

Have you or your organisation received Arts Queensland funding before, either directly or through an application auspiced on your behalf? *

Yes

No

Queensland Major Commissioning Fund EOI

Form Preview

If yes, under what name?

Have you or your organisation satisfied the reporting and contractual requirements of any previous Arts Queensland funding? *

- Yes No N/A

You must complete all overdue outcome reporting before you submit your application, otherwise you will be ineligible for funding. If you are experiencing difficulty completing your outcome reporting, please contact Arts Queensland.

Does your organisation receive any other Queensland Government funding? *

- Yes No

Will you be using any of that funding towards this project? *

- Yes No

Make sure you include the amount and description in the budget as confirmed income

Will you be seeking other Queensland Government funding towards this project? *

- Yes No

Make sure you include the amount and description in the budget as unconfirmed income, and indicate in the Notes to Budget section when you expect to confirm the income.

Your application is not saved until you click on the Save Button. Please ensure that you regularly save your application.

Project Summary Page

* indicates a required field

What is the main art form area of your project?

Artform *

- Classical Music Theatre Other
 Contemporary Music Visual arts, craft and design Comedy
 Community Outreach and Engagement Writing Circus and Physical Theatre
 Dance Multi-arts

Project summary

Queensland Major Commissioning Fund EOI

Form Preview

Project name *

Project summary - activity *

Word count:

Sum up your project in a sentence or two (max. 50 words)

Are you applying for up to \$10,000 (per year of the project) additional access support costs? *

Yes

No

Project start date *

This date must be after 7 December 2026.

Project end date *

Must be a date later than the date in the project start date field. Funded activity must finish on, or before, 31 December 2028.

The information and supporting material you provide in the following sections, will help Assessors to assess your application against Fund objectives and criteria stated in the [guidelines](#).

Please Note: If your application is successful the information you provide here and in the following sections will be the 'Funded Activities' to which you are bound in your funding agreement with Arts Queensland.

Expression of Interest

* indicates a required field

EOI upload

Please upload your Expression of Interest (EOI) document.

It should be no longer than 3000 words of text and 20 pages in length including images/diagrams/charts etc.

Your EOI must contain

- A short project summary and creative rationale
- Development history and outcomes of previous development stages
- Key personnel (short bios may be uploaded separately)
- Delivery and presentation pathway (potential premiere partner/venue/festival, indicative season dates)

Queensland Major Commissioning Fund EOI

Form Preview

- A plan to achieve the matched funding plan (including evidence of the status of each commitment)
- A high-level overview of target audiences for the work and brief marketing plan
- Estimated attendees from different markets
- A short outline of future life of the work, including any evidence of indicative interest
- A preliminary risk assessment (delivery, budget, marketing)

You can include evidence of concept maturity and readiness in the EOI or attach them separately (i.e images, video and or recordings of previous development stages or draft material; draft scripts/libretto/concept drawings/models/design elements etc).

Upload EOI *

Attach a file:

Key Personnel and short bios from key artists and artworkers working in the project *

Attach a file:

A maximum of 3 files may be attached.
No more than 5 pages.

Evidence of concept maturity and readiness

If not included in your EOI document , upload or include links to images, video and or recordings of previous development stages or draft material; draft scripts/libretto/concept drawings/models/design elements etc

Examples of the proposed work that demonstrate the quality of the proposed activity.

Attach a file:

or provide a link below

Link 1 - Example

Must be a URL.

Description of Link 1 content

Link 2 - Example

Must be a URL.

Description of Link 2 content

Queensland Major Commissioning Fund EOI

Form Preview

Link 3 - Example

Must be a URL.

Description of Link 3 content

Support material - Partnerships

1:1 matched funding and co-investment

You can attach evidence of confirmed financial, in-kind, presenting or community partners confirming involvement. Evidence or documentation should clearly state the value of any cash or in-kind investment.

Attach a file:

A maximum of 3 files may be attached.
Multiple documents can be combined into one file.

Guide to support material

CHECK YOUR LINKS WORK!

- Do not attach documents or share links to sites that are password protected.
- Do not share links that require a subscription to access or are behind a paywall.
- Any videos should be no more than 3 minutes in length.
- To ensure peers don't need specific software to view files, the preferred file types are .doc .docx .xls .xlsx .pdf .png .jpeg .mp4
- Maximum 2MB per file. Maximum 50MB of uploads allowed across the application.

If you are uploading multiple files it is recommended that you save your progress after attaching three (3) files.

Key Outputs of your project

* indicates a required field

Employment

How many Queensland artists/arts workers will be employed/contracted by the project?

Tip: Count only those Queensland artists/arts workers who are employed for the project. Do not count existing or core staff helping deliver the project. Do not count volunteers.

*

Must be a number.

Queensland Major Commissioning Fund EOI

Form Preview

Attendance breakdown

What is your expected attendance for your work of scale when it is presented as part of this funding

- **Unique Attendees** means the number of individual people who attend, where each individual is only counted once.

You can find help on attendance terms here: [Glossary](#).

Please breakdown your Total Attendance by where the attendees are expected to come from.

Unique attendees - Local *

Unique attendees - Intrastate and Drive Market *

Unique attendees - Interstate *

Unique attendees - Overseas *

Total Unique attendees

This number/amount is calculated.

Budget - income and expenses

* indicates a required field

Budget Upload

Download the [QMCF Budget template here](#) and complete it. There is one tab for your project budget and another for your access support request.

Upload the completed budget below as a excel document. Do NOT attach a pdf or a budget in any other format.

Use the totals from your the excel budget to complete the totals below. These must match the figures in the budget you upload.

Upload budget *

Attach a file:

Project Expenditure (excluding in-kind)

Project Expenditure (\$)

Access support expenditure (\$)

Project Expenditure (\$) excl in-kind

Queensland Major Commissioning Fund EOI Form Preview

Must be a dollar amount.

Must be a dollar amount.

This number/amount is calculated.

Project - AQ contribution (\$)

Must be a dollar amount.

Access support - AQ contribution (\$)

Must be a dollar amount.

Total AQ contribution amount (\$)

This number/amount is calculated.

Project Income (excluding Inkind)

Total Confirmed Cash Income *

Must be a dollar amount.

Total Unconfirmed Cash Income *

Must be a dollar amount.

Total Income amount (\$) *

This number/amount is calculated.

Total in-Kind

Total in kind amount (\$)

Must be a dollar amount.

Totals

Total project expenditure amount (includes in-kind)

This number/amount is calculated.

Total project income (includes in-kind)

This number/amount is calculated.

AQ funding request (expenditure minus income)

This number/amount is calculated.

AQ contribution amount check

This number/amount is calculated.

This amount must equal the AQ funding request amount

The above two fields must be equal. If they are not equal please adjust your budget.

Calculated difference between the above fields.

Current confirmed cash percentage

A figure of 100 or more means there is sufficient confirmed matched funding to meet the eligibility requirements.

Figures less than 100 are acceptable at EOI but your EOI upload must show a credible plan to achieve the balance and/or you must seek Arts Queensland's endorsement to include in-kind in your confirmed matched funding total.

Queensland Major Commissioning Fund EOI

Form Preview

AQ funding request as a % of current confirmed income

This number/amount is calculated.

Recommended support material

Any other information to support income or expense estimations.

Attach a file:

Upload limit 2mb per file

Please Note

- Applications will be checked to ensure there is no duplication of costs with funding from other Arts Queensland programs and with Federal funding programs, or with procured services.
- Peer assessors will recommend the final amount of funding, which may be less than the amount requested in the application.

Other support material

Compulsory support material - if relevant

The following uploads will help you address the guideline criteria:

- *The applicant demonstrates best practice and appropriate cultural competencies in working with diverse communities (if relevant)*

Evidence of consultation with, and support from, communities or groups you are working with or telling the stories of

Attach a file:

A maximum of 3 files may be attached.

Recommended no more than 5mb per file. .

Evidence of appropriate consent and permissions if your work will involve other people's Intellectual Property (IP) or Indigenous Cultural and Intellectual Property (ICIP).

Attach a file:

A maximum of 3 files may be attached.

Applications that have significant involvement from an Arts Queensland shareholder company, Arts Statutory Bodies or Major Performing Arts Organisations must provide a letter from an authorised officer of those organisations confirming activity is separate to that already funded through Arts Queensland.

Attach a file:

Queensland Major Commissioning Fund EOJ

Form Preview

Any other support material relevant to your project

Other support material - Upload 1

Attach a file:

Description of support material - Upload 1

Other support material - Upload 2

Attach a file:

Description of support material - Upload 2

It is important that you include all the Compulsory Support Material relevant to your application and the fund that you are applying to. If you do not include the Compulsory Support Material, your application will be deemed ineligible.

Statistical information

Statistical information

Information in this section is not used to assess your application. Information you provide will be used by Arts Queensland to evaluate access to its funding programs.

If you are a group or applying as an organisation, does your group/organisation **primarily** exist for any of the groups below? (Tick only those that apply)

Do you or your group/organisation identify with any of the groups below?

- | | |
|--|---|
| <input type="checkbox"/> Aboriginal peoples | <input type="checkbox"/> Culturally and linguistically diverse people |
| <input type="checkbox"/> Torres Strait Islander peoples | <input type="checkbox"/> Older people (55+ years) |
| <input type="checkbox"/> Australian South Sea Islander peoples | <input type="checkbox"/> Young people (12 - 25 years) |
| <input type="checkbox"/> Regional Queenslanders | <input type="checkbox"/> Children (0-11 years) |
| <input type="checkbox"/> People with disability | <input type="checkbox"/> LGBTIQA+ |

Certification

* indicates a required field

Queensland Major Commissioning Fund EOJ

Form Preview

Privacy notice and collection approval

Privacy consent

The Department of Education is collecting your personal information as part of the administration and management of the grant programs of the Arts Queensland division of the Department of Education.

This information may include the name of key members of your organisation's management team, their contact details, and details about your organisation (if applicable), and information relating to your grant application or funding outcome.

Your information will be handled in accordance with the [Department of Education's Privacy Policy](#) and will not be used or disclosed for any purpose other than those set out below without your consent unless authorised or required by law.

The Department of Education's Privacy Policy:

- includes contact details for the Department of Education;
- contains information about how an individual may access the personal information about the individual that is held by the Department of Education and seek the correction of the information; and
- contains information about how an individual may complain about a breach of the Queensland Privacy Principles (QPPs), or any QPP code that binds the Department of Education, and how the Department of Education will deal with the complaint.

The Department of Education is unlikely to disclose the personal information to entities outside of Australia.

Contacts for Ministerial correspondence

Organisation leader (e.g. CEO, Artistic Director, Executive Director)

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position

Mobile

Must be an Australian phone number.

Email

Must be an email address.

Head of governing body (e.g. Chair, President)

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position

Mobile

Must be an Australian phone number.

Queensland Major Commissioning Fund EOI

Form Preview

Email

Must be an email address.

I confirm that I have permission from the named individuals to share their personal information *

Yes

- I/my organisation consent to information provided in this application being used for the purposes of assessing the application, including for the purposes of contacting me/my organisation in connection with the application.
- I/my organisation consent to information provided in this application being used for training, systems testing or process improvement purposes by Arts Queensland staff.
- I/my organisation give permission for Arts Queensland to verify funding requested from other funding agencies in support of this project and to provide information in this application to those funding agencies for this purpose.
- I/my organisation give permission for Arts Queensland to verify supporting information provided in the application from by third parties (such as letters of support, confirmation of involvement in the project, confirmation of in-kind funding etc) using the contact information provided by the third party in the supporting material.
- I/my organisation give permission for Arts Queensland to forward the information in this application to the most appropriate industry experts or Government representative, for the purposes of assessing my application.
- If this application is approved, I/my organisation consent to information about the funded project and the contact details for individuals provided in the application, being used by Arts Queensland, and shared with the relevant Queensland Government Ministers and officers, local Members of Parliament and their offices for the following purposes:
 - To inform them of grant recipients within their portfolio responsibilities or electorates.
 - To support public announcements, media releases, or promotional materials relating to the grant program or funded projects.
 - To facilitate transparency and accountability in the use of public funds.
 - To contact and engage with me/my organisation about the funded project, or to share relevant and related government information, including new funding opportunities, or to extend invitations to attend local events or consultations.
- I/my organisation consent to information about the funded project and the amount of funding received being published on Arts Queensland's website and/or the Queensland Government Open Data Portal, and provided to the media.
- I understand that if I/my organisation do not agree to share this information, Arts Queensland will not be able to process my application and I will not be eligible for funding through this grant program.

I agree to the above *

Yes

No

All applicants

I, the undersigned, certify that:

Queensland Major Commissioning Fund EOI

Form Preview

- I have read and I/my organisation will abide by the [General Guidelines](#) and the fund specific [guidelines](#).
- I have read and I/my organisation is able to comply with all of the requirements of the application and any schedules or attachments.
- The supporting material is my own work or the work of the artists named in this application.
- I acknowledge that, if I am/ my organisation is successful, I/my organisation will be held accountable to deliverables outlined in this application, and information provided in this application will form part of the funding agreement with Arts Queensland, along with:

a) the [Guidelines](#) pertaining to the grant fund as specified in the application; and

b) the application, Letter of Offer/Funding Agreement and any schedules or attachments or variations.

- I/my organisation will keep and maintain, for a period of 5 years, the necessary records to substantiate the application outlined in this form and any progress and outcome reporting.
- The statements in this application are true and correct to the best of my knowledge, information and belief.
- I understand that Arts Queensland may use information received through its grant application and management systems and publicly available information to verify the statements in this application.
- I understand that if Arts Queensland finds that the statements in this application are not true and correct, this application may not be eligible to receive funding.

I agree to the above *

Yes

No

For organisations, the person signing is the person who is authorised on behalf of the organisation to sign the contract and the Statutory Declaration and warrants they have authority to sign on behalf of the organisation.

Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position

Date *

Must be a date

Arts Queensland ENews

Would you like to receive Arts Queensland email communications? We will add your First Name, Last Name, Postcode and Email and your responses below to our Vision6 email client in accordance with our Terms and Conditions (<https://www.arts.qld.gov.au/about-us/email-notification-terms-conditions>).

*

I wish to receive Arts Queensland eNews

Queensland Major Commissioning Fund EOI

Form Preview

I do not wish to receive Arts Queensland eNews

I want to receive emails about

- All Arts Queensland enews
- Funding opportunities
- Arts sector news
- New Performing Arts Theatre updates
- Ten Year Roadmap

I am interested in hearing about (select all that apply)

- Arts in schools
- Circus and physical theatre
- Dance
- First Nations Arts
- Film
- Literature
- Music
- Theatre
- Visual art

*

I consent to Arts Queensland collecting and using my information for communication purposes in accordance with our Terms and Conditions

Terms and Conditions : <https://www.arts.qld.gov.au/privacy#email>

Feedback

You are now coming to the end of your application process and before you **REVIEW** and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process:

- Very easy Easy Neither easy nor difficult Difficult Very Difficult

How did you find out about the fund/grant program?

- AQ Webpage AQ Client Manager
 AQ Facebook Word of mouth
 Media Release Other

If other, please list.....

Did you contact Arts Queensland before or during the application process?

- Yes No

Queensland Major Commissioning Fund EOJ

Form Preview

What advice/support were you seeking?

- | | |
|---|--|
| <input type="checkbox"/> Further detail/clarification on eligibility requirements | <input type="checkbox"/> Advice/support with completing the application form |
| <input type="checkbox"/> Further detail/clarification of detail in Guidelines or FAQs | <input type="checkbox"/> Other |
| <input type="checkbox"/> Clarification on mandatory support material | |

If other, please list.....

Did you contact the Regional Arts Services Network for support before or during the application process?

- Yes No N/A

Did a Regional Arts Officer meet with you to provide feedback or support in the development of your application?

- Yes No

Please provide us with any improvements and/or additions to the application process/form that you think we need to consider:

Word count:

Do you have any other feedback to Arts Queensland on the program you are applying to?

Contact Us

Arts Queensland

www.arts.qld.gov.au

Street address: Level 24, 111 George Street, Brisbane QLD 4000

Postal Address: GPO Box 1436 Brisbane QLD 4001.

Email: investment@arts.qld.gov.au

Telephone: +61 7 3034 4016 **Toll-free Telephone:** 1800 175 531 (outside Brisbane metro)

