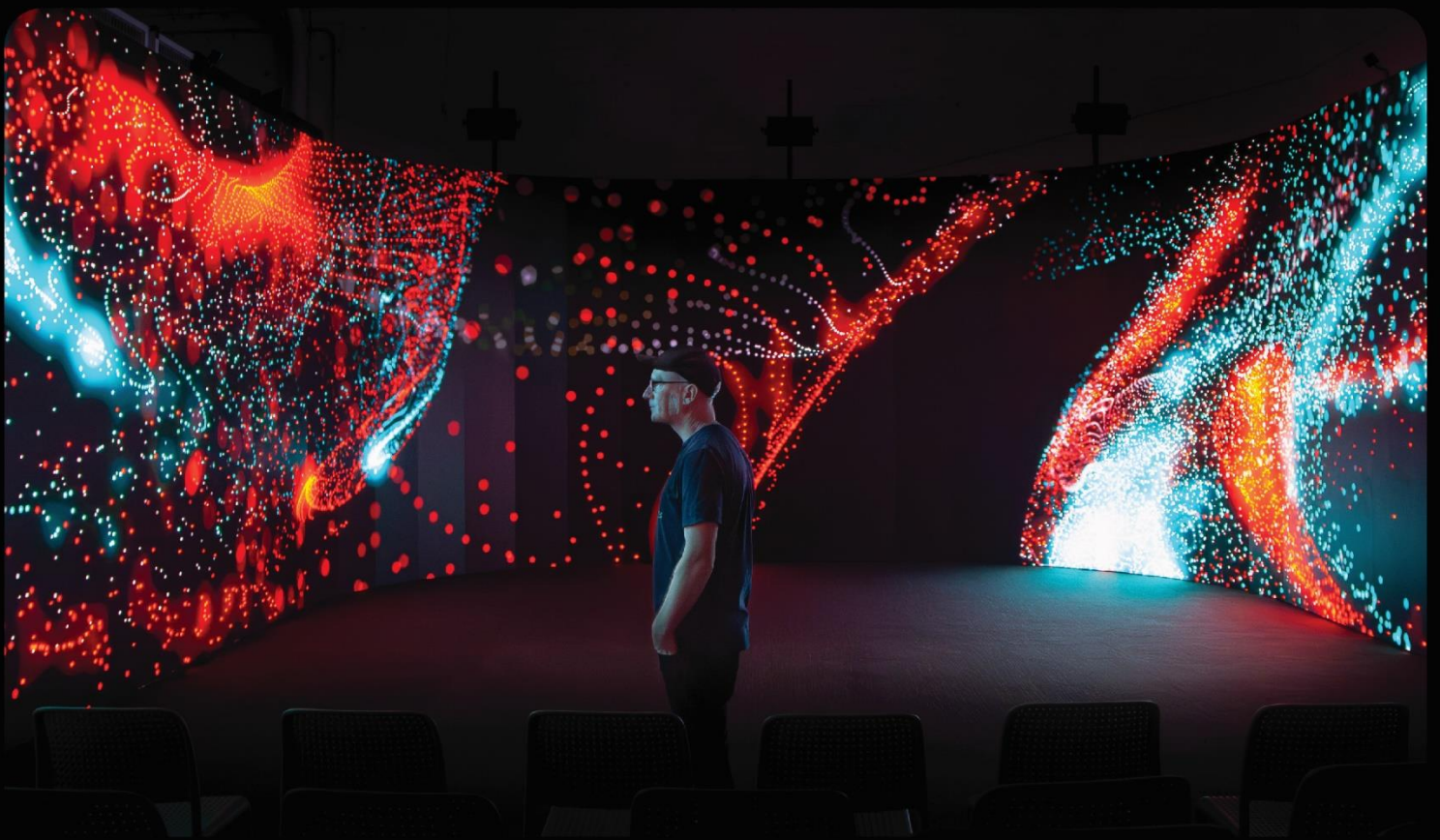




Immersive
Light and Art

THE ILA ARTIST FUND



2024 GUIDELINES



Immersive Light and Art

LIGHT SOCIAL ENTERPRISE PTY LTD
& LIGHT CULTURAL FOUNDATION LIMITED
ADMIN@IMMERSIVELIGHTANDART.COM.AU
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The ILA Artist Fund

About

Adelaide's Centre of Immersive Light and Art (ILA) is dedicated to supporting the arts, with a focus on immersive experiences and the creative use of technology.

A philanthropic endeavour pioneered in 2021 by founders Nick and Sophie Dunstone, ILA's mission is to create opportunities for artists whose work seeks new experiences in the world of immersive art.

ILA want to encourage artists to stretch their imagination beyond expectations. The ILA Artist Fund provides support for the development of new ideas, the creation of new immersive works, and the engagement of new audiences.

Background

Funding assistance for the ILA Artist Fund is provided by Adelaide's Centre of Immersive Light and Art, and the generous support of its founders and community.

The program is designed to foster creative and industry development for both early-mid career as well as established artists, and to respond to the changing needs of the wider creative industry.

Funding and support are provided to artists in need of extended developmental time, dedicated workspace, the assistance of creative technicians, and access to immersive technologies.

The ILA Artist Fund is designed to encourage the intersection of art and technology through the immersive arts with an aim to create future-looking works and practice.

This is made possible through financial support, technical support, and through in-kind access to ILA's variety of immersive spaces.

ILA Artist Fund Program

The inaugural ILA Artist Fund currently offers two distinct programs:

- **1 x ILA Support Program (8 months duration)**
- **3 x ILA Quick response program (3 months duration)**

You may apply for multiple offerings, but please note that only ONE may be awarded to applicants at any one time.



Please also note that ILA intends to launch additional rounds of funding throughout the year of varying financial support.

ILA Support Program

- \$25,000 in cash (excl GST)
- Up to 15 hours of tech support
- Up to 30 hours of in-kind access to the technology/venue
- 8-month time frame

To support the work of traditional and digital artists, performers, creative filmmakers, and musicians in the development, creation, presentation, and production of new work that features immersive technologies as a core component. Participants may be multidisciplinary in approach and collaboration is greatly encouraged.

No outcome required; support may be put towards artists’ biggest barriers in creating work. However, recipients will have the opportunity to exhibit and showcase their completed works if relevant.

Note: utilisation of tech support and in-kind access to the technology/venue is optional.

ILA Quick Response Program

- Up to 10 hours of tech support
- Up to 20 hours of in-kind access to the technology/venue
- 3-month time frame

To support the work of traditional and digital artists, performers, creative filmmakers, and musicians in the development, creation, presentation, and production of new or existing work that features immersive technologies as a core component.

Quick Response grants are outcome dependant. Funding may be used to support work in progress, or the additional expansion of existing work.

Key Dates

- Monday 3 June 2024** Application period opens
- Wednesday 14 August 2024** Closing date
- Monday 30 September 2024** Recipients announced
- 1 November 2024 – 30 June 2025** Funding period

Definitions

Project activity refers to the project which forms the basis of the application.

Funding period refers to the date from which the Agreement is entered into until the funding period end date.

Funding period end date refers to 30 June 2025.

Eligible expenditure refers to expenditure defined as eligible as per these guidelines and must be costs incurred during the funding period.

Eligibility Criteria

Eligible Applicants

The ILA Artist Fund is open to:

- Artists at all levels, both emerging and established.
- Artists based Australia-wide.
 - Note: ILA is based in Adelaide, and in-kind support will only be accessible in our venue in Adelaide's CBD
- Individual artists and creative collectives.
- Not genre specific.
- Multi-disciplinary projects will be highly regarded (see "Selection Criteria").

If you are a previous ILA grant recipient and have an overdue funding acquittal, you are not eligible to receive new funding in this program until your acquittal is complete. If your project is in progress but is not able to proceed as originally outlined in your previous application, you should contact ILA to seek a variation or extension, if applicable.

ABN requirements: An ABN must be supplied. Certain suppliers/artists are not required to quote an ABN; in these cases, the artist is to fill in and provide a [statement by supplier](#) form if the artist is successful. Payment of the grant to the successful artist cannot be made without provision of an ABN or the [statement by supplier](#) form by that artist.

Eligible Expenditure (ILA Support Program grant only)

Project activity funded through the ILA Artist Fund must take place within the funding period. ILA Artist Fund grants cannot be used to reimburse expenses incurred outside the funding period.

Funding is to be used for projects and development that utilise the technology in ILA's immersive spaces **The Light Room Studio** and **The Lab**.



ILA is an inclusive organisation that works to promote collaboration between genres, skill sets and technologies. Any creative discipline is eligible in this program providing the focus is new and original creative works.

The following are examples of eligible expenditure, not an exhaustive list. Please contact ILA with any questions.

ILA Support Program

Project activity does not need to represent distinct 'categories', and can be combined into a single project, e.g., a plan to create and market a new immersive experience, tour activity that includes an extensive marketing plan, or participation in a mentoring program that culminates in a creative output.

The ILA Support Program is composed of financial and in-kind support.

Financial support can be used for:

- Research and development
- Mentoring
- Outcome based projects, such as 'Anomalous'
- Purchase of required equipment to use within the facilitation of the project
- Marketing of outcome based projects
- Engineer fees
- Software fees and licenses
- Conference or event attendance
- Studio / equipment hire
- Equipment upgrades to enable a higher quality of content creation
- Travel costs for research / skill development (including national and international)
- Artist and staffing fees

In-kind support can be used for:

- Access to ILA immersive technology facilities including **The Lab** and **The Light Room Studio**, with limited technical support time. This includes access to the entirety of each space's technical and production infrastructure.
- Please see separate document/link with further technical specifications:
<https://immersivelightandart.com.au/wp-content/uploads/2024/05/ILA-Screen-Dimensions.pdf>
- Contact info@immersivelightandart.com.au for further information.

ILA Quick Response Program

In-kind support can be used for:

- Access to ILA immersive technology facilities including **The Lab** and **The Lightroom Studio**, with limited technical support time. This includes access to the entirety of each space's technical and production infrastructure.
- Please see separate document/link with further technical specifications:
<https://immersivelightandart.com.au/wp-content/uploads/2024/05/ILA-Screen-Dimensions.pdf>
- Contact info@immersivelightandart.com.au for further information.

Ineligible Activity and Expenses

The following includes activities and expenses that are NOT eligible for support under the ILA Artist Fund guidelines:

- Exhibition/performance costs at ILA or another venue (note: if artists wish to exhibit their completed works at ILA a separate agreement will be reached)
- Funding is not available to companies or trusts, only individuals/sole traders or small collectives of artists/sole traders working collaboratively together
- Proposals should not include the following or if included, need to meet appropriate protocols eg: First Nations depiction, working with children considerations, sensitive content, private data etc
- Project activity which is already completed, or due to be completed, before the commencement of the funding period. Funding will not be provided retrospectively

Funding from the ILA Artist Fund program cannot be applied to expenses that are already covered through other sources (e.g. grants, rebates, sponsorship). However, successful applicants can use funding to offset costs that build on activity that has been supported through other sources, as long as it is not applied to the same exact expenses.

Program Criteria

Your project activity should contribute to achieving the objectives of the ILA Artist Fund to create opportunities for artists that would otherwise not be possible without access to the technology and financial support.

Applications will be assessed according to the following criteria:

- Creative and/or professional merit, quality, skills and relevant experience of applicants and project participants
- Innovative quality of the project, the ability to showcase unique and new ideas, and to display lateral thinking in problem solving.
- Efficacy of the project planning, including budget and timeline, and effective use of resources with realistic outcomes.
- Technical feasibility, and the ability to utilise the existing technical resources at ILA.
- The extent to which the proposed project facilitates collaboration and partnership through its development, with the capacity to develop new networks, collaborations and partnerships.

- Timeliness and significance of the objectives of the project activity, as they address career development goals.
- Demonstrated outcomes that will develop the professional career of the artists or the collectives involved.
- Value for money, in terms of demonstrated need for the grant, and the project activity representing an efficient, effective, economical, and ethical use of resources that has a positive creative or cultural benefit.

Essential Application Materials

Applications to the ILA Artists Fund program are submitted online through a webform, linked via the ILA website: <https://immersivelightandart.com.au/ila-artist-fund/>

The application contains a series of multiple-choice items, as well as open-ended questions and fields that request uploading PDF materials or the provision of supporting weblinks. A video component is also recommended and should be hosted externally and links provided.

The following are mandatory parts of the application:

Biography

You must provide an artist biography. There is also an opportunity to include links to web pages that contain this information (e.g. website, social media accounts).

Key achievements/career highlights/career goals

You will need to describe how this project activity aligns with your current needs as an artist/filmmaker/creative technician addresses your future goals, and significantly contributes to your career or creative development and that of any other potential project participants.

For example:

- What is your current creative or professional goal, and how will this project assist in achieving it?
- Why is this project timely, and essential to the next steps in your career?

You also have the opportunity to provide a list of key achievements and highlights of your professional career to date, and a brief summary of your short-term and long-term career goals.

Project details

You must provide a clear and concise description of the activity to be undertaken with the grant, concentrating on (for example):

- what you want to do
- why you want to do it
- how you are planning to do it
- who is involved
- when and where you intend to do it (including a timeline and/or itinerary)
- specific outcomes from the project activity (e.g. new IP, products, or activity).

Where possible, you should describe how your project activity contributes to meeting the following points:

- multidisciplinary collaboration
- technical innovation
- skills development and diversification of creative business models and potential revenue streams
- promotion or championing of the local industry
- inclusion and access for under-represented groups

Video Submission

You must provide a supporting video outlining your project in detail and specifying how funding will be utilised.

This could include:

- showing your making space, and work you have been producing
- demonstrating points of inspiration for the project
- explaining how your proposal aligns with the goals and vision of ILA
- a presentation of proposed work

Due to the expected high volume of applications, please keep video submissions under 5 minutes in length to ensure panel engagement with your proposal.

You will be required to provide a link to your video submission. Google Drive is recommended for this, please ensure full access is given to view and download for review.

Budget (ILA Support Program grant only)

You must provide an itemised budget indicating top line (major) expenses and income. You are encouraged to upload explanatory notes, which can give context to budget figures, e.g. how an artist fee was calculated, details of any software/engineering/other fees etc.

For the Major Support If you are GST-registered when you receive a grant, we'll pay the grant amount plus GST. The budget provided in your application should be exclusive of GST.

Income (ILA Support Program grant only)

You should apply for up to the maximum amount of \$25,000 (excl GST). However, you are encouraged to only apply for an amount that can be justified and itemised as actual project activity expenses.

Your list of income sources should identify whether the contribution is cash or in-kind (the value of goods or services provided without a fee). Your budget explanatory notes can indicate how you calculated the in-kind value.

You are encouraged to contribute to the project activity budget. This investment may include in-kind income, other funding, partnerships or sponsorship that you have sourced, and cash contributions.

If the source of income is from another grant application or sponsor, you should note whether these funds are pending or confirmed. For unconfirmed funds, indicate the timing of notification and a contingency statement for significant unconfirmed funds (i.e. how will your project activity proceed if you are unsuccessful in your application for other significant funding).

Expenses (ILA Support Program grant only)

In your list of total expenses, please clearly identify those items for which funding from the ILA Artist Fund grant is sought as part of the project activity.

You should provide quotes for major expenses, particularly those items for which you are seeking the ILA Artist Fund to support.

Expenses should be itemised according to project activity. Expenses that are not specifically related to the project activity or are ongoing as an essential part of your activity (e.g. rent, utilities) should not be included.

For project activity that has already commenced, expenses that have already been incurred prior to the funding period cannot be reimbursed by grant funding. However, you may include them in your itemised budget list to indicate the total cost of the project activity.

If you are GST-registered when you receive a grant, we'll pay the grant amount plus GST. The budget provided in your application should be exclusive of GST.

Additional Support Material

You may provide material in support of your project activity, such as links to existing content (e.g. Soundcloud, Vimeo, YouTube) or letters of endorsement from creative industry voices.

You will be required to provide links for any additional hosted material. Google Drive is recommended for this, please ensure full access is given to view and download for review.

Letters from industry should be relevant to your project activity and speak to its goals and desired outcomes. If your project activity involves significantly renowned participants, you are encouraged to provide letters from them to confirm their involvement in the project activity.

Due to the expected high volume of applications, you should consider only showcasing your best work, and/or providing the strongest of support letters. Excessive material may not be reviewed.

Parameters around in-kind support

Utilisation of tech support and in-kind access to the technology/venue will be contingent on availability of our spaces and tech team. Please indicate in your application the suggested hours you need to utilise this in-kind support for, for ILA's consideration. Final in-kind requirements will be discussed and negotiated with the successful grant applicants.

Please provide an indication of any software and hardware licensing requirements you would have within your project. Any software or hardware to be purchased and utilised within our spaces should be included within your proposed budget (ILA Support Program grant only).

Please contact our creative team on info@immersivelightandart.com.au to discuss further if required, prior to submitting your application.

Application process

Before Submitting Your Application

Read these Guidelines thoroughly, and consider how your project meets the:

- eligibility requirements
- program objectives and criteria
- budget (maximum grant amount)
- timeframe (start and end date of the funding period)

Become familiar with the essential materials (pages 7-9) you will need to submit with your application. Applications that do not include these materials may be ineligible for assessment.

FAQs are available on the ILA website: <https://immersivelightandart.com.au/ila-artist-fund/>

If desired, discuss your project with the ILA creative team by emailing info@immersivelightandart.com.au to determine applicant and project eligibility. If this is your first grant application to ILA, you are encouraged to reach out with any specific questions about your project after reading the Program Guidelines.

Please note: late applications will not be accepted.

How to submit your application

All applications for the ILA Artist Fund be submitted online through the Artist Fund web form, available through <https://immersivelightandart.com.au/ila-artist-fund/>

You will receive an automatic email reply when your grant has been successfully received. If you do not receive this autoreply, check your junk/spam folder or contact ILA Help for assistance: info@immersivelightandart.com.au

Assessment process

Applications will be assessed by a panel composed of:

- ILA Creative Producer
- ILA CEO
- Chairperson of ILA Arts Council
- Other technical representative appointed by the ILA Arts Council

A shortlist of applicants for each grant will be created by the assessing panel. At this stage, shortlisted applicants may be invited to provide a demonstration/pitch (in person or online) to the panel.

The assessing panel will assess all shortlisted applicants based on the above criteria and will convene a meeting to finalize decisions. The ILA Arts Council will reconcile the result.

Administration and notification

Processing of applications for the ILA Artist Fund grants will take approximately 6 weeks from the closing date, with a maximum of 8 weeks.

The ILA selection panel reserves the right to request more information on any application, at any stage of the selection process.

All applicants will be notified by email regarding their result. If you have not received an email about the status of your application (after the initial confirmation of submission), then the round is still being processed.

ILA will not be able to provide a specific notification date.

Funding agreements and reporting

Successful applicants will be required to enter into a funding agreement with ILA for the period of funding, and will be expected to provide an artistic, statistical, and financial acquittal within one month of the completion of the funding period. Overdue acquittals, or unapproved expenditure of the funding, will affect eligibility for future funding.

Successful applicants will be advised of the process of returning of funding agreements, payment of invoices and submission of acquittals, when notified of the grant outcome.

Important policies and protocols

Protocols for working with children in art

If the activity involves employing any person under 18 years, with or without financial compensation, or the exhibition or distribution of depiction of any persons aged under 18 years, then:

- you must comply with the South Australian Government's Protocols for working with children in art and any relevant laws that apply in South Australia – this may include obtaining parental consents, statements from other artists and classifications, copies of which you must provide to the Department on request; and
- you must also certify compliance with this clause in your Acquittal Report.

Child safe policies

Organisations providing cultural, entertainment or party services wholly or partly for children must provide a child safe environment.

As part of its obligation to establish and maintain a child safe environment, an organisation must:

- have in place child safe policies and procedures. These can be found on the Department of Human Services website.
- ensure child-related employment screening is undertaken for positions prescribed in the Children's Protection Act, 1993. You can find screening check forms at sa.gov.au.
- lodge a Child Safe Environments Compliance Statement with the Department of Human Services.

Respectful behaviours

The safety and wellbeing of everyone working in, and engaging with, Adelaide's Centre of Immersive Light and Art is of paramount importance. ILA is committed to a zero-tolerance approach to all forms of victimisation, bullying and harassment, including sexual harassment. It is a condition of all ILA funding and grants that recipients must adhere to ILA's respectful behaviours policies and procedures.

Aboriginal and Torres Strait Islander protocols

ILA endeavours to work with artists and organisations to ensure respect and acknowledgement for Aboriginal and Torres Strait Islander (ATSI) peoples and cultures at every stage of a project's development.

Information privacy

ILA collects personal information as reasonably necessary in line with our [privacy policy](#) for the purposes and functions of:

- administering our grants and funding program
- keeping you informed about relevant upcoming events, grants funding initiatives and outcomes, our services, special events or client feedback surveys, as well as our activities in general
- improving our websites and other services.

Additional information

ILA reserves the right to amend these guidelines and application terms as required. If any information in an application or report (including acquittal) is found to be false or misleading, or grants are not used pursuant to the terms of funding, the grant will be repayable on demand.



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For more information

Please note, due to the high volume of applications expected in a competitive round, staff will be unable to read drafts of applications or take multiple meetings with the same applicant.

You are encouraged to ask questions well in advance of the closing date and should expect delays in the week prior to the closing date as staff work to service a high volume of enquiries.

Conclusion

The ILA Artist Fund Program is a unique opportunity for artists to gain not only financial support but also invaluable resources and expertise to bring their creative visions to life. We look forward to receiving your applications and helping to nurture a new generation of talent.

Contact Information:

For questions about the grant program terms and conditions, eligibility, criteria, assessment process, please contact:

ILA Creative Team

info@immersivelightandart.com.au