

Please use this Guide as a reference when completing the online form to apply for a Large Art Grant (between \$1000 and \$5000):



## ESSENTIAL INFORMATION

1. Art Installation Name/Title
2. Project Lead's Name (First & Last Name)
3. Project Lead's Playa/Paddock Nickname
4. Artist Name(s)/Collective Name
5. If you have a build crew/collective please list their names / roles
6. Artist/Collective Bio (500 characters)
7. Do you have an artist/community website/online profile? If so please give the URL
8. Project Lead's Email Address
9. Project Lead's Postal Address
10. Project Lead's Phone Number
11. Does this specific project have a web or Facebook page? If so, please provide the URL
12. Have you (project lead) or this collective created art at Burning Seed before? Yes/No?
13. If Yes, Please list the names of previous Seed art pieces & years they were displayed
14. Do you have an advisor or mentor assisting you with your piece? Please provide their full name and previous art works/projects.
15. Do you have an ABN or are you a hobbyist applicant? If you don't know tick hobbyist (determines paperwork we will send you) if you get a grant. *Hobbyist/ABN Business Artist (no GST)/ ABN Business Artist (bills GST)*

## ABOUT YOUR PROJECT

We want to know more about your project! Include specifics like lighting, LNT and other plans!

1. Artwork Type (select all that apply) Interactive/Sculpture/ Structure/Painting or Hanging/ Light or LED Installation/ Flame Effect or Fire Installation/Mobile/Other
2. Project Summary (Briefly describe the project you are creating) - 300 words maximum
3. Does your piece relate to this year's theme, Deep Space? It does not have to in order to qualify for a grant, but if it does please explain how.
4. Physical Description, please describe your artwork in detail (3,500 words maximum). Specific questions about materials, lighting etc are also asked below.
5. Interactivity: Interactivity is an important part of art projects displayed at Seed. Please tell us how your concept is interactive and how participants will engage with your piece.
6. Please select the main materials used in your piece, tick all that apply; *Wood (Sheets)/ Wood (Beams)/ Wood (Decorative)/ Bamboo/ Metal (Sheets)/ Metal (Beams)/ Metal (Rods/Pipes etc)/ Wire Mesh (Chicken Wire)/ Fabric / Canvas/ Cardboard /Paper Mache/ Perspex/Plastic/Laminate/PVC Tubing/Stone(s)/Glass/Other*
7. Safety & Engineering: Safety and engineering are the responsibility of the artist. What safety procedures or engineering strategies do you plan to have in place when your piece is installed at Seed. Note that if your proposed project involves significant architecture such as platforms or large kinetic mechanisms you will be required to

provide engineering evaluations ensuring the safety of the structures and the forces applied to it by people and nature.

8. Does your piece have sound that is part of the installation? If so please describe the sound and the impact on the surrounding area. Tell us whether it is ambient and will be heard only when participants are inside/near the installation (within 3m), or if it will be heard outside the installation, estimating how far the noise will be heard from the installation in meters.
9. What time of day is your piece intended for? Indicate *Daytime/Nighttime/Anytime*?
10. What is your lighting plan? All pieces (even those intended for daytime use) must be lit at night for safety including during build/set-up time paying special attention to guy wires, reo stakes/star pickets (must be capped too) and any other items that could harm other participants. Please describe your lighting plan and how the lighting will be powered.
11. What is your LNT Plan? Please describe in detail your Leave No Trace plan including clean up strategies in place during installation, through the event and de-installation. A performance deposit from your grant will be retained until after the event. You must check into the Artery prior to setting up and check out after you have completed tear down. If your site is not clean and you do not complete check in and check out your deposit may be withheld.
12. Sketches/Concept: You must submit at least one (and up to five) image of your concept (jpg, tiff, pdf or other image file). Please post the URL to where you have uploaded your images or sketches, Google Drive preferred. [Check out some examples from 2015](#). If you wish to submit a physical mock up please contact [artery@burningseed.com](mailto:artery@burningseed.com) to make arrangements for shipping or drop off (allowing ample time before the deadline).

## FIRE, FLAME EFFECTS, OPEN FIRE

Do you plan to burn your art or are there any flame effects or open fires (including candles and burn barrels) involved in your project? Note that all fire and flame effects require approval. Additional documents will need to be submitted and further guidelines will need to be followed. There are limited spaces available for projects that are to be burnt. Pyrotechnics are not allowed for use with art projects at Burning Seed. Please answer the relevant section(s) based on the type of fire your project will incorporate.

**Open Fire:** Please describe in detail how you plan to incorporate Open Fire in your art project. Explain whether it is a contained flame (burn barrel, candles) or if you plan to set your art on fire. Please provide details about how you will minimise damage to the paddock surface and your plans for removal of all ash and debris. Detailed drawings and safety plans will be required if your project grant is approved.

Not all projects that request permission for open flames and burning will be approved by the FART (Fire Art Response Team) this is a separate process from the grant process. Projects that are approved for burning will be subject to additional LNT measures on set timelines to be outlined once approved by FART.

**Flame Effects:** Flame effects are defined as, "The combustion of solids, liquids or gases to produce thermal, physical, verbal or audible phenomena before an audience." This includes all flames that are automated, switched, pressurised, or having any other action other than simply being lit on fire as well as projects that utilise LPG (propane) or other liquid or gaseous fluids.

If you are using these types of effects please describe the components of your system and how they relate to one another including fuel storage vessels, fuel delivery mechanisms, manual or remotely controlled valves, expansion or accumulator tanks, forced air blowers, manifolds, ignition systems, details of the flame heads (e.g. do they include venturis, etc.), and your fire control systems.

Detailed drawings and safety plans will be required if your project grant is approved. Not all projects that request permission for flame effects will be approved by the FART (Fire Art Response Team) this is a separate process from the grant process.

## **PLACEMENT AND ASSISTANCE**

1. Please provide a short (under 90 words/2 sentences) Artwork Description for the What Where When Guide.
2. Do you have any of the following requirements for your art? Need a quiet(er) space (away from sound camps)/ Need a darker space (away from bright lights/camps)/High structure (over 3m): requires approval and inspection/Digging into the ground more than 10cm deep (excluding short/thing lengths of reo for staking but includes star pickets): requires approval/Using a generator for power/Storing fuel on site.
3. What is the footprint of your piece? Please list the width (left to right), depth (back to front), height and include safety perimeter dimensions if applicable. List in metric rounding up to the nearest half meter.
4. Preferred placement on the paddock? List camps or areas you would like to be near (not guaranteed for placement but we will take it into consideration)
5. We may be able to provide limited access to heavy machinery for set up/tear down. Please consider your needs and let us know if you need assistance from heavy machinery and list the machinery, ex: telehandler, crane etc. (Note that this offer is not guaranteed, is subject to approval and will be costed per use/requirements.)
6. What date would you like to arrive to set up? Note that all grant pieces must be set up by Wed at noon when the gate opens. *Sun Sept 25/Mon Sept 26/Tues Sept 27*
7. How many team members (including you) would be on your crew for early arrival?

## **BUDGET & FUNDING**

The ARTery at Burning Seed typically only partially funds projects, artists are expected to raise funds independently through their community, fundraisers or crowdfunding campaigns. Grants are typically allocated 80% pre-event and 20% post event (project dependent) with the final payment being made once all contractual requirements are satisfied.

It is critical that you research your costs carefully and be as specific as possible. We help fund materials, transportation costs, as well as some services like CNC milling or welding. We do not cover expenses for artist wages, meals, accommodation, personal transport to and from the event, the cost of tickets or contingency amounts. You will be required to complete and submit a line-item list of receipts and the accompanying receipts as they relate to your budget post event prior to your performance deposit being paid out.

You are welcome to create your own budget template but to help streamline the process we've made our own [that you can download here](#). If you want to use this one then please download, fill it out and save it making sure to rename the file with **your name and the name of the project** then upload it to a shared drive (Google Drive preferred) and sent us the URL.

You may choose to submit a single amount or multi-tiered proposal offering a scaled-back version of your project. If you are offering a multi-tiered proposal please include additional tabs for the secondary or tertiary budgets on your spreadsheet. Please make sure to indicate:

1. How much funding are you requesting (\$1001-\$5,000)
2. The URL for your budget document that you have uploaded (Google Drive preferred)
3. Whether you would you consider modifying or scaling back your proposal to fit within a smaller budget If you do not receive the full funding you requested.
4. If your project is not selected to receive a large art grant would you like to be considered for a small art grant?
5. If you are a resident of Victoria would you like us to pass on your application details to the Melburners Inc. group who are also offering some art grants to Victorian residents? More info on Melburners here, <https://www.facebook.com/MelBurnDecomp>

### **ADDITIONAL INFORMATION**

1. If we fund your project we may publish information about your project including but not limited to your art piece description, sketches and your name. We also plan to feature projects in more detail on the ARTery facebook page and/or the Flaming Galah newsletter? Would you like to be featured?
2. Is there anything else you'd like to tell us?

**For more information on art grants or if you have questions please contact [artery@burningseed.com](mailto:artery@burningseed.com).**