

Create Lab 2025

Guidelines

About Create Lab

Through the Create Lab small grants program, the City provides artists support to research, experiment and explore ideas that can have a public outcome. In this next round, young and emerging artists will be invited to submit applications for funding of a new idea for a creative work. Successful applicants will be supported by an established artist mentor. Mentors will be matched with projects based on the nature of the successful applications.

Projects will be asked to respond to themes of people, place, time, culture.

Where the focus of the project is exploring an idea with creative research, projects will need to include an outcome.

Mentors include:

Lauren Starr (Photo Media Artist), Christian Leavesley (Artistic Director, Arena Theatre Company), Kain White, (Visual Artist, Sculptor, Animator), Trina Dalton-Oogjes (Ceramics/Textiles Artist), Pam Harvey (Author), Paul Fletcher (Video and Sound Artist), Sam Edmonds (Music Industry Professional, Bendigo Records), Aimee Chapman (Sound/Performance/Cross Artform).

Projects can involve one or several art forms, including but not limited to:

Visual Arts, Illustration, Installation, Sculpture, Fashion, Writing, Storytelling, Spoken Word, Dance, Theatre, Music, Sound Art, Video Art, Film, New Media, Animation, Experimental Arts

Create Lab intends to:

- Support young and emerging artists aged 16 to 25 years (including people aged 25 years) to explore ideas and develop their creative capacity.
- Support new collaborations, partnerships and networking opportunities.
- Offer emerging artists practical advice through a supported mentoring relationship with an established artist.
- Provide access to workspace, meeting space, studio for filming, green screen.
- Provide seed funding that encourages artists to test ideas that may see further development.

Key Information:

Up to \$2,000 is available for projects, including artist fees, equipment and materials.

Projects need to demonstrate one or more of the following:

- A new idea that needs funding to be explored.
- Importance of funding to development of the idea, skills of the artist or artists involved.
- Projects that are innovative and extend the capacity of the artist.
- A new collaboration or creative partnership between artists and/or artforms that extends the skills of artists.
- Projects that represent a diverse range of art forms including film and sound works, collaborative and interactive work, video installation, hybrid or experimental forms.

Project examples

- A new work across visual arts, writing, video/film, fashion, music.
- Writing, recording, performing a new song or track.
- An installation, exhibition, film screening.
- A short work of theatre or performance.
- A dance artist working with a video artist to create a short video work.
- A visual artist collaborating with an animation artist to create a projection-based work.
- A sound artist and video artist creating an installation.
- A group of artists from different disciplines working together.

Create Lab application process:

1. Applications are welcomed from individual, duos or small groups of young and emerging artists that live, work, or study within Greater Bendigo.
2. Read through the guidelines.
3. Contact Mandy Field, Creative Industries Officer with any questions or attend an information session.
4. Fill out the application form including a description of the project, and project budget e.g. artist fees, materials, equipment hire, etc.
5. Applications will be assessed by a panel that includes: Mandy Field Creative Industries Officer, Maree Tonkin, Coordinator Creative Communities, Remus Brasier, Youth Councillor, Rose Norton, Visual Artist and Vocalist.
6. An agreement will then be sent to successful applicants, which will need to be signed and returned.
7. If artists don't have an ABN they will be supported by Bendigo Artists Inc as their auspicing organisation.
8. Depending on the scope of the project, artists may need Public Liability Insurance. This can be discussed with the Creative Industries Officer, and support for this process will be provided.

The City of Greater Bendigo welcomes submissions from First Nations artists, artists of colour, culturally diverse artists, queer communities, and artists with a disability. Please let us know if you need assistance with your application.

Project Delivery Requirements

- Successful artists will participate in 2 x 2 hour group workshops, as well as up to 6 hours of one on one meetings with a mentor.
- Artists will then participate in a shared outcome of the creative works over the weekend of the 28th to 30th March 2025.

- The Emporium Creative Hub are project partners offering access to workspace, studio space to film, green screen and meeting space.
- Content from the projects will be edited and included on the City of Greater Bendigo website.
- A financial and written acquittal will be completed within 4 weeks of the project's completion. This is a straightforward report about what you did, how you feel the project went, and what you spent the funding on.

Projects that won't be funded:

- Projects that have applied for other City of Greater Bendigo funding through sponsorship, events or community grants programs.
- Projects that are part of an accredited course of study.
- Activities, projects, programs and events on behalf of a political organization.
- Content must not contain material that uses explicit language, nudity, or is demeaning or discriminatory towards any person or group on the basis of ethnicity, nationality, race, gender, age, sexual preference, religion or mental or physical disability'.

Key dates

30 October 2024	Information Session @ 5pm (online)
1 November 2024	Information Session @ 4pm (in person)
8 November 2024	Grant writing workshop @ 4pm (in person)
29 November 2024	Create Lab Applications Close
10 December 2024	Successful applicants notified
31 January 2025	Workshop 1
15 March 2025	Workshop 2
Feb / March	Up to 6 x 1:1 with participants and mentors
28 – 30 March 2025	Outcome
30 April 2025	Acquittals due

Tax advice

To assess if the grant subsidy is taxable income seek advice from the [Australian Taxation Office](#)

How do I apply?

Once you've read these guidelines, fill out the expression of interest at the following link before 5pm on **Friday 29th November 2024**.

[Create lab application form](#)

If you have any issues completing the form you can send an email with your application to the email address below.

You will need to provide the following:

1. Brief bio that describes your experience and interests (max 200 words)
2. Project description, including (max 500 words):
Why would you like to participate in the Create Lab?
What artform or artforms you will be working with?
What would you like to explore?
How will you respond to then theme?
Who will you be working with? E.g. solo, collaboration etc.
4. Personal details
5. Current CV *All participating artists will need to submit a CV
6. Supporting Materials – including website, video links, images, letters of support, artist statements.
7. Budget that includes what you will spend the grant money on: e.g. Artist fees (emerging artist rate at \$25 per hour. See <https://code.visualarts.net.au/payment-rates/fees/artist-fees-creation-of-new-work>). Materials, equipment hire, small equipment purchases.

For more information:

Register for an information session or request the recording by emailing the Creative Industries Officer at the contact below.

- The online session will be held at 5pm on Wednesday 30th October and will also be recorded.
- The in-person session will be at 4pm on Friday 1st November at the Emporium Creative Hub at 25 Mitchell St, Bendigo.
- A grant writing workshop will also be held on Friday 8th November at 4pm, at the Emporium Creative Hub at 25 Mitchell St, Bendigo if you would like support with your application.

If you have questions, or require additional support for your application, please contact:

Mandy Field
Creative Industries Officer
Greater City of Greater Bendigo
creative@bendigo.vic.gov.au
Ph 1300 002 642

Appendix A Budget Template

Item	Income	Description
City of Greater Bendigo Create Lab Grant Request	\$	
Other: e.g. noncash support equivalent value	\$	
Other:	\$	
Total income:	\$	
Item	Expenditure	Description
Artist Fee (Name)	\$	e.g. How many hours at what fee
Artist Fee (Name)	\$	
Materials	\$	
Equipment Hire	\$	
Insurance Costs	\$	
Other	\$	
Total Expenditure	\$	