# Grant Writing Basics

* Grant funding is just another income source
  + Crowd funding
  + Selling products
  + Sponsorship
* Research
  + Other artists/projects
  + Funding available
  + What grant bodies are looking for
  + What they will fund?
  + Close to home is best
* Project detail
  + What?
  + Dates
  + Partners
  + Production / Studio / Venue / Gallery
  + Aims & objectives
* Think long term
  + most grants are for many months ahead
  + Use grants to help you plan long term
* Compelling story
  + Powerful reasons for undertaking and supporting the project for your career
  + How will this project cement vital relationships & audiences
* Big Picture
  + How does this project fit in to your future plans and how does it spring from your past achievements
  + How does this help you reach your next steps?
* Confirm what you can
  + Dummy agreements reliant on the successful funding
  + List of shows / outcomes from respected partner (eg agent)
* Terminology
  + Auspice
  + Individual
  + Organisation
  + Closing Date
  + Projects starting after / Retrospective Funding
  + Assessment Panel / Peer Panel
  + Support Material
  + Per Diem
  + In-Kind
* Budgets – income
  + Performances / Shows – guarantees & ticket sales
  + Merchandise sales
  + In-kind support
  + Cash from partners / eg label, publisher, artists, sponsors
* Budgets – expenses
  + Production
  + Per Diems
  + Transport proof & costs – van hire, flights, petrol (inc kms travelled btwn shows & current petrol cost per ltr)
  + Promotion proof & costs
  + Manager / Agent / partner fees
  + Merchandise production
  + Advertising – press, radio, TV, internet, publicist fees
  + Child care
  + Phone, internet & admin
  + Freight
  + Artist fees
  + Tour manager fees
  + Sound Engineer fees
  + Lighting engineer fees

# Budgeting - explaining In-kind support

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | In-Kind | Expenses | Actual Cash Payment | How? |
| Artist Fees |  |  |  |  |
| Joe Blogs | 1000 | 2000 | 1000 | each artist charges a lower fee |
| Sarah Blogs | 1000 | 2000 | 1000 |  |
| Billy Blogs | 1000 | 2000 | 1000 |  |
| Bo Blogs | 1000 | 2000 | 1000 |  |
|  |  |  |  |  |
| Producer | 2000 | 12000 | 10000 | producer donates some of their income |
|  |  |  |  |  |
| Accommodation | 2400 | 3000 | 600 | Accom with friends? |
|  |  |  |  |  |
| TOTALS | 8400 | 23000 | 14600 |  |
|  |  |  |  |  |
| Actual recording cost to you is $14,600 | | |  |  |
| Total Costs for budget = $23,000 | | |  |  |

# Budgeting – Artist Fees explained

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | |  | |  | |  | |  | |  | | |  |  |
|  | **Salaries & Fees** | |  | | 10 shows in 20 Days | |  | |  | |  | | |  |  |
| Per Diems | **Name** | | **Role** | | **Hourly Rate** | | **Sub-Total** | | **Total** | | **AQ Request** | | | **Total** |  |
|  | artist 1 | | Vocals | | Per Diem $50/day | | $1,000 | |  | | $1,000 | | |  |  |
|  | artist 2 | | Drums | | Per Diem $50/day | | $1,000 | |  | | $1,000 | | |  |  |
|  | artist 3 | | Keyboard | | Per Diem $50/day | | $1,000 | |  | | $1,000 | | |  |  |
|  | artist 4 | | Bass | | Per Diem $50/day | | $1,000 | |  | | $1,000 | | |  |  |
|  | artist 5 | | Violin | | Per Diem $50/day | | $1,000 | | $5,000 | | $1,000 | | | $5,000 |  |
|  |  | |  | |  | |  | |  | |  | | |  |  |
| Artist Fees | Artist 1 | | Artist Fee $100 per show | |  | | $1,000 | |  | |  | | |  |  |
|  | artist 2 | | Artist Fee $100 per show | |  | | $1,000 | |  | |  | | |  |  |
|  | artist 3 | | Artist Fee $100 per show | |  | | $1,000 | |  | |  | | |  |  |
|  | artist 4 | | Artist Fee $100 per show | |  | | $1,000 | |  | |  | | |  |  |
|  | artist 5 | | Artist Fee $100 per show | |  | | $1,000 | | $5,000 | |  | | | $0 |  |
|  |  | |  | |  | |  | |  | |  | | |  |  |
|  | TOTAL | |  | |  | |  | | $10,000 | |  | | | $5,000 |  |
|  | |  | |  | |  | |  | |  | |  |
|  | |  | |  | |  | |  | |  | |  |
|  | |  | |  | |  | |  | |  | |  |
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