# 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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