



PAROO SHIRE COUNCIL

# Regional Arts Development Fund (RADF) Outcome Report

2023/2024

All activities that receive RADF funding (including individual career development, arts and cultural projects and activities or Council initiated projects) are required to complete and submit this outcome report template to council **within 8 weeks of project completion**.

**For more information and/or assistance with your report please contact:**

RADF Liaison Officer

Phone: (07) 4655 8400

Email: [community@paroo.qld.gov.au](mailto:community@paroo.qld.gov.au)

**Return your completed report to:**

Email: [community@paroo.qld.gov.au](mailto:community@paroo.qld.gov.au)

In person: Paroo Shire Council Main Office,  
CCEC Building, 49 Stockyard Street, Cunnamulla

## SECTION 1: PROJECT INFORMATION

1.1 PROJECT DETAILS			
Applicant name:			
Project name:			
Council name:			
Year funding was received:		RADF investment provided:	

  

1.2 CONTACT PERSON			
Contact name:			
Phone:		Email:	
Postal address:			

  

1.3 INFORMATION REQUESTED		
Brief description of funded activity (who, what, when, where, why, how):		
Project start and finish dates:	<i>Project started:</i>	<i>Project completed:</i>
Postcodes of where you undertook activities:		

Version 2: Last updated 04/07/2023

## SECTION 2: KEY PERFORMANCE OUTCOMES - IMPACT

2.1 RANGE AND NUMBER OF ACTIVITIES DELIVERED	
Type of Activity	Number of Activities
Craft	
New Media	
Theatre	
Dance	
Writing	
Community Activities & Culture	
Visual Arts	
Design	
Other (please specify):	

2.2 ARTFORM OF PROJECT		
Please tick one (1) option only		
<input type="checkbox"/> Theatre	<input type="checkbox"/> Community arts and cultural development	<input type="checkbox"/> Heritage
<input type="checkbox"/> Dance	<input type="checkbox"/> Multi arts	<input type="checkbox"/> Writing
<input type="checkbox"/> Visual arts, craft and design	<input type="checkbox"/> Music	

2.3 PARTICIPANTS AND AUDIENCE			
Number of participants and audiences engaged in the project. <i>NOTE: Participants are those actively engaged in arts activities (e.g.: creative workshop participants) as opposed to audiences who have more passive engagement (e.g. audiences at an exhibition, performance, event etc.).</i>			
Total participants:		Total audience numbers:	

2.4 OUTCOMES (IF RELEVANT)		
Did this project have outcomes for career / practice development? <i>NOTE: Only required to be completed by individuals undertaking career/professional development or training projects. If completing on behalf of a number of artists – survey their responses to the questions below as part of the project evaluation.</i>		
Number of artists involved in careers/professional development or training project:		
As a result of this project I have	Yes or No	How
Developed new skills and knowledge		
Explored new directions in my arts or cultural practice		

**2.4 OUTCOMES (IF RELEVANT) - continued**

Did this project have outcomes for career / practice development?  
*NOTE: Only required to be completed by individuals undertaking career/professional development or training projects. If completing on behalf of a number of artists – survey their responses to the questions below as part of the project evaluation.*

As a result of this project I have	Yes or No	How
Taken my career to the next level of professionalism		
Developed new professional industry networks		
Developed new audiences or markets		
Contributed to my local community through sharing what I have learnt with others.		

**2.5 LOCAL EMPLOYMENT AND ECONOMY**

Did this project contribute to local employment or economy?  Yes, complete below  No, skip to question 2.6

RADF project has supported employment/contracts with:	Number involved	Financial value of contracts (\$)
Locally based artists and cultural workers		
Queensland based artists and cultural workers		
Artists and cultural workers from outside Queensland		
Local businesses and other contracted services		

**2.6 VOLUNTEERS**

Did this project engage volunteers:  Yes, complete below  No, skip to question 3.1

Number of volunteers:

### SECTION 3: KEY PERFORMANCE OUTCOMES - QUALITY

3.1 PAROO PRIORITIES	
Does your project respond to any of the Paroo priorities listed below?	<input type="checkbox"/> Yes, complete below <input type="checkbox"/> No, skip to question 3.2
Local priorities	How
<input type="checkbox"/> 1. Support First Nations Development Projects	
<input type="checkbox"/> 2. Building Capacity and Encouraging Participation in the Arts	
<input type="checkbox"/> 3. Strengthening Arts and Cultural Tourism and Events	
<input type="checkbox"/> 4. History and Heritage - Storytelling	
<input type="checkbox"/> 5. Animated Places and Spaces	

3.2 AUDIENCE AND PARTICIPANT FEEDBACK	
How have you captured feedback on your RADF project? (e.g. survey, interviews, stakeholder, debrief meeting, etc.)	
Evaluation information requested	Number
Total number of people (respondents) that took part in the evaluation:	
Number of respondents who reported they value RADF programs and funded activities:	
Number of respondents who rated your RADF funded project as good or excellent:	
Examples of relevant quotes from audience/participants or partners:	

## SECTION 4: KEY PERFORMANCE OUTCOMES - REACH

4.1 TARGET GROUPS			
Did your RADF project target engagement of specific groups below?		<input type="checkbox"/> Yes, complete below <input type="checkbox"/> No, skip to question 4.2	
Target group	Number of artist/s involved that identify as	Number of community members involved that identify as	Describe how you specifically targeted the engagement of this group
Women			
Men			
Emerging artists/ cultural workers			
Established artists/ cultural workers			
Aboriginal People			
Torres Strait Islander People			
Australian South Sea Islander People			
People from culturally and linguistically diverse backgrounds			
Young people aged 12-21			
Children aged 0-11			
Seniors aged 55 years and over			
People with a disability			
Regional Queenslanders			
Tourists			
Other (please specify): _____			

4.2 LOCAL COMMUNITY OUTCOMES	
Did your project result in outcomes that strengthened your local community?	<input type="checkbox"/> Yes, complete below <input type="checkbox"/> No, skip to question 5.1
Local priorities	Describe how your project supported outcomes in these areas
<input type="checkbox"/> Health and wellbeing	
<input type="checkbox"/> Education and training	
<input type="checkbox"/> Employment	
<input type="checkbox"/> Social connection and cohesion	

## SECTION 5: KEY PERFORMANCE OUTCOMES - VIABILITY

5.1 LOCAL PARTNERS			
Did your RADF project engage local partners?		<input type="checkbox"/> Yes, complete below <input type="checkbox"/> No, skip to question 5.2	
Name of partner	Sector (e.g. arts, business, education, health, tourism or other - please specify)	Type of partnership (financial or in-kind)	Value of support (\$)

**5.2 STATEMENT OF INCOMES & EXPENSES**

<b>INCOME</b> <i>(includes total RADF grant, other financial and in-kind contributions)</i>	<b>TOTAL</b> <i>(of each income item)</i>	<b>EXPENDITURE</b>	<b>TOTAL COST</b> <i>(of each expenditure item)</i>	<b>RADF</b> <i>(components must equal grant amount)</i>
<b>Earned Income (e.g. ticket sales)</b>		<b>Salaries, Fees &amp; Allowances</b>		
<b>Contribution from artists &amp; others (enter in dollars or if in-kind, enter as "IK")</b>		<b>Project or Activity Costs</b>		
<b>Other Grants</b>		<b>Promotion, Documentation &amp; Marketing</b>		
<b>Sponsorship, Fundraising &amp; Donations (enter in dollars or if in-kind, enter as "IK")</b>		<b>Administration</b>		
<b>RADF Grant</b>				
<b>TOTAL INCOME</b>	\$	<b>TOTAL EXPENDITURE</b>	\$	

**5.3 UNSPENT FUNDS**

Do you have any unspent RADF money?	<input type="checkbox"/> No <input type="checkbox"/> Yes, amount remaining: \$ _____
If yes, have you returned the unspent RADF money?	<input type="checkbox"/> Yes, I have attached with this Outcome Report all documents relating to the return of unspent RADF money and copies of the documents outlining the transaction.  <input type="checkbox"/> No, please contact your Council RADF Liaison Officer and inform them of the unspent RADF money. Remember the failure to do so may affect your future applications to the program.

## SECTION 6: FINAL REFLECTIONS

### 6.1 LEARNINGS AND REFLECTION

What were your main learnings and reflections?

- Key successes?
- What worked out well and/or what would you do differently next time?
- Did you experience any particular challenges and how did you overcome these?
- Did you make any significant changes from what you originally proposed to do?
- Do you have any tips you would give other people doing similar work?
- Are there any future opportunities or partnerships underway as a result of your activities?

## SECTION 7: SUPPORT MATERIALS

### 7.1 LIST SUPPORT MATERIALS

List all the support material you are including that demonstrates the success of the project.

E.g. web links, press clippings, event program, photographs, advertisements and written responses to your project.

Where possible please supply a USB or a cloud-drive link of electronic versions of your support materials.



## SECTION 8: DECLARATION

### 8.1 DECLARATION BY RECIPIENT

I certify that to the best of my knowledge, information detailed in this report (and relevant attachments) is true and correct.

I understand I may be asked to provide the Council with additional information on the funded project.

I understand that the Council and RADF committee may nominate my project to Arts Queensland as an example of best practice.

**SIGNATURE**

*(If you are under the age of 18 your legal guardian must also sign this application)*

**FULL NAME**

**POSITION IN GROUP/ORGANISATION**

*(If relevant)*

**DATE**

Paroo Shire Council is collecting your personal information in accordance with Council's Local Laws and/or relevant legislations so that we can manage a variety of processes concerning the processing of this application. We will not disclose your personal information outside of Council unless we are required by law or you have given your consent. However, in order to perform the above functions we may need to disclose your personal information to the Chief Executive Officer who may in turn make this information available to others in accordance with the Act. By completing and submitting this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement and this collection notice.

**PLEASE COMPLETE THIS SURVEY**

**SURVEY ON RADF PROGRAM MANAGEMENT**

The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and local councils. Information from your report is provided to Arts Queensland as evidence about the type of activities, communities engaged and outcomes achieved through RADF in your local area.

Your local council also has a number of specific Key Performance Outcomes they need to gather evidence about throughout the year to report back to Arts Queensland that:

- Local people are engaged as decision makers about RADF; and
- Local communities and partners are satisfied with council’s management of RADF

Please complete the following survey about RADF Program Management in your local area. If you have any questions or concerns about completing this survey you can contact [radf@arts.qld.gov.au](mailto:radf@arts.qld.gov.au).

1. How would you rate your satisfaction with Council’s approach to engaging local communities in RADF decision making? (E.g. setting local priorities, determining the model for RADF delivery or making funding decisions).

Not satisfied     
  Satisfied     
  Very satisfied

2. How would you rate your satisfaction with your Council’s management of the RADF program?

Not satisfied     
  Satisfied     
  Very satisfied

3. Please provide any feedback for Council on how they can strength their community engagement and program management or delivery of RADF in your local area.

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