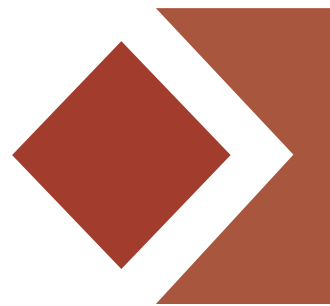


SOUTH SIDE FESTIVAL

FRANKSTON



2024

Expressions of Interest

Category:

Locally Grown Content



SOUTH SIDE FESTIVAL FRANKSTON 2024

EOI SUBMISSION GUIDELINES

Category: Locally Grown Content

Frankston City Council is seeking to support the presentation of an arts, cultural and/or heritage project/event from a local organisation or individual as part of Frankston City Council's South Side Festival. 2024 will be the third year of this dynamic series of events and we are so excited to start programming it.

Festival Overview

Over nine days every May, South Side Festival brings contemporary arts, culture and heritage to the fore across Frankston in a series of performances, exhibitions, installations, experiences and creative outcomes.

Head to South Side's website to see this year's fantastic program and get an idea of what South Side is all about [Southsidefestival.com.au](https://southsidefestival.com.au)

South Side Festival 2024 dates: Friday 10 May to Sunday 19 May, 2024

Frankston City Council Funding amount for this EOI: \$25,000.00 AUD ex GST

There will only be one successful applicant receiving the full funding amount. Funding will be provided in two stages (50% on signing of the agreement and 50% post-delivery of the project/event and acquittal).

The EOIs are assessed and selected by a council appointed sub-committee of the Frankston Arts Advisory Committee.

Key festival objectives:

- showcase and connect local creatives, artists and businesses
- demonstrate artistic integrity, uniqueness and innovation in creative output
- accessibility and inclusion
- foster cultural tourism and attract visitors from outside the municipality
- empower and develop the communities capacity to deliver their own content and contribute to the South Side Festival program
- generate regional and state media coverage that attracts broad audiences
- increases the value, perception and pride of Frankston City

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What to include in your EOI:

- Explain your concept clearly including your key target market.
- Demonstrate how your event will draw media attention and attract broad audiences to Frankston City. What makes your concept unique and exciting?
- A detailed budget - Please include all expenses and any other sources of funding if your overall budget exceeds the \$25,000.00 FCC funding amount. It is strongly recommended that no part of your hard costs are reliant on funds from ticket sales, as the successful organisation will be solely financially responsible for the project.
- Supporting documents and or images/videos to illustrate your proposed vision.
- A portfolio or summary that outlines relevant experience and examples of previous work.
- Bios/CVs of at least two and maximum of five members of the leadership and/or creative team. Max 500 words each.
- You will have the option to include a short video to support and talk about your application.

What Frankston City Council will provide:

- Marketing of the successful organisations project/event through Frankston City Council s and South Side Festival's existing platforms and joint publications when the wider event is mentioned.
- Marketing and social media guidelines for cohesion across South Side Festival branding (the organiser will be expected to promote their event/project).
- Waived event or venue hire fees if the event is held at a Frankston City Council site/space for delivery of the project/event.
- Advice and support to deliver the project/event in line with compliance and safety where appropriate.

What the successful organisation is to provide:

- Public Liability insurance to the value of \$20million.
- All relevant Occupational Health and Safety and compliance documentation including, but not limited to, relevant risk assessments, material safety data sheets, safe work method statements, Working With Children Checks and industry tickets (i.e. white card).

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- Compliance with all industry regulations and applications, including but not limited to, building permits, planning permits, environmental health regulations and specific project/event regulations and approvals.
- Compliance and/or approvals through the State Governments restrictions, either through Restricted Activity Directions and/or the Public Events Framework.
- All materials, items and resourcing outlined to deliver the project/event within the application.
- Please ensure your budget includes all of the project/event costs (including but not limited to artist fees, costumes, venue hire, catering, production, in kind support, additional funding if applicable etc). The \$25,000.00 Frankston City Council funding amount is the total financial contribution FCC will make to the project/event.
- Marketing of your project/event using the South Side Festival guidelines and branding.
- Full administrative, event and production management, accounting for the budget, providing an acquittal based on Frankston City Council requirements post event, venue and artist liaison, curation and programming of their project/event.

Selection criteria:

- The project/event must be presented within the South Side Festival dates and take place within the Frankston City Council municipality.
- Applicants must be based or operate in the Frankston City Council municipality.
- Projects/events must be based in the arts, culture and/or heritage sectors and a project/event overview supplied.
- Projects/events will not be considered if they are for a private event/function, for a business or exclusive group (including schools).
- The project can be a single event or series of events within the South Side Festival dates, please outline.
- The event/s may be free or ticketed, please include this information and note that if ticketed, prices must be accessible.
- Detailed Budget including grant expenditure, forecast income if ticketed and in-kind contributions
- The project/event can be a completely new concept or an existing concept tailored and given a twist to make it an exclusive and contemporary iteration for the new South Side Festival program.
- Meet South Side Festival's objectives.
- Applicants can only submit their project for one funding category.

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Note: The successful recipient may need to provide a COVID Safety Plan for the project/event detailing the implications and considerations of COVID-19 in line with regulations at the time.

Key dates:

EOIs open: Monday 17 April, 2023

Open session: Monday 8 May, 2023, 4:30pm – 6:30pm

Cube 37, 37 Davey Street, Frankston

This will be an informal drop in session to meet with festival staff and ask any questions you may have. Staff cannot assist you with writing your application.

EOIs close: Monday 5 June, 2023

The successful recipient will be notified by mid-August 2023.

We definitely recommend applicants check out this year's festival, 5 – 14 May 2023.

How to apply:

To submit your EOI please apply online here:

<https://frankston.smartygrants.com.au/SSFLoGrCo2024>

Queries:

Please direct all queries to Freyja Macfarlane, Senior Producer:

Freyja.Macfarlane@frankston.vic.gov.au or +61 3 9768 1678

If you need the assistance of an interpreter, please phone 131 450.

https://www.frankston.vic.gov.au/Your_Council/Contact_Us/National_Relay_Service]

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