PAROO SHIRE COUNCIL

# Regional Arts Development Fund (RADF) Outcome Report

***2026/2027***

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 4 weeks of project completion.**

**For more information and/or assistance with your report please contact:**
RADF Liaison Officer (Marsha Bolitho)
Phone: (07) 4655 8400
Email: community@paroo.qld.gov.au

**Return your completed report to:**
Email: 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: | *Project started:* | *Project completed:* |
| Postcodes of where you undertook activities: | | |

## SECTION 2: KEY PERFORMANCE OUTCOMES - IMPACT

| 2.1 RANGE AND NUMBER OF ACTIVITIES DELIVERED | |
|---|---|
| Type of Activity | Number of Activities |
| Community consultation, arts research or policy development | |
| Creative development of new work | |
| Cultural tourism | |
| Events and festivals | |
| Exhibitions and collections | |
| Performances | |
| Placemaking | |
| Professional or career development activity / opportunity / training | |
| Publications | |
| Workshops (creative) | |
| Other (please specify): | |

**2.2 ARTFORM OF PROJECT**

Please tick one (1) option only

| | | |
|---|---|---|
| ☐ Theatre | ☐ Community arts and cultural development | ☐ Heritage |
| ☐ Dance | ☐ Multi arts | ☐ Writing |
| ☐ Visual arts, craft and design | ☐ Music | |

**2.3 PARTICIPANTS AND AUDIENCE**

Number of participants and audiences engaged in the project.
*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.).*

| | | | |
|---|---|---|---|
| Total participants: | | Total audience numbers: | |

**2.4 OUTCOMES (IF RELEVANT)**

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.*

| | |
|---|---|
| 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?<br>*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 2.7 |
| Number of volunteers: | | |

## SECTION 3: KEY PERFORMANCE OUTCOMES - QUALITY

| 3.1 LOCAL PRIORITIES | |
|---|---|
| Does your project respond to any of the local priorities listed below? | ☐ Yes, complete below ☐ No, skip to question 3.2 |
| Local priorities | How |
| ☐ Cultural tourism | |
| ☐ Building community capacity | |
| ☐ Culturally significant activities or workshops | |
| ☐ Developing regional skills | |
| ☐ Contemporary collections/stories | |
| ☐ Arts policy development and implementation | |
| ☐ Concept development | |

| 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 or 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? | | ☐ Yes, complete below | ☐ 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? | ☐ Yes, complete below ☐ No, skip to question 5.1 |
| Local priorities | Describe how your project supported outcomes in these areas |
| ☐ Health and wellbeing | |
| ☐ Education and training | |
| ☐ Employment | |
| ☐ Social connection and cohesion | |

## SECTION 5: KEY PERFORMANCE OUTCOMES - VIABILITY

| 5.1 LOCAL PARTNERS | | | |
|---|---|---|---|
| Did your RADF project engage local partners? | ☐ Yes, complete below | ☐ 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 | | | | |
|---|---|---|---|---|
| **INCOME** *(includes total RADF grant, other financial and in-kind contributions)* | **TOTAL** *(of each income item)* | **EXPENDITURE** | **TOTAL COST** *(of each expenditure item)* | **RADF** *(components must equal grant amount)* |
| **Earned Income (e.g. ticket sales)** | | **Salaries, Fees & Allowances** | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| **Contribution from artists & others (enter in dollars or if in-kind, enter as "IK")** | | **Project or Activity Costs** | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| **Other Grants** | | **Promotion, Documentation & Marketing** | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| **Sponsorship, Fundraising & Donations (enter in dollars or if in-kind, enter as "IK")** | | **Administration** | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| **RADF Grant** | | | | |
| **TOTAL INCOME** | **$** | **TOTAL EXPENDITURE** | **$** | |

| 5.3 UNSPENT FUNDS | |
|---|---|
| Do you have any unspent RADF money? | ☐ Yes ☐ No |
| If yes, have you returned the unspent RADF money? | ☐ 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.<br>☐ 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?<br>• Key successes?<br>• What worked out well and/or what would you do differently next time?<br>• Did you experience any particular challenges and how did you overcome these?<br>• Did you make any significant changes from what you originally proposed to do?<br>• Do you have any tips you would give other people doing similar work?<br>• 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.<br>E.g. web links, press clippings, event program, photographs, advertisements and written responses to your project.<br>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.<br><br>I understand I may be asked to provide the Council with additional information on the funded project.<br><br>I understand that the Council and RADF committee may nominate my project to Arts Queensland as an example of best practice. | |
| **SIGNATURE**<br>*(If you are under the age of 18 your legal guardian must also sign this application)* | |
| **FULL NAME** | |
| **POSITION IN GROUP/ORGANISATION**<br>*(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.

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.