Making Space — Frequently Asked Questions

Making Space is an open competitive grant program to create, enhance and improve the accessibility of Victorian creative spaces.

Making Space can fund:

* Physical or digital infrastructure.
* Improved access to/in existing creative spaces.
* New accessible creative spaces.

This is part of Creative Victoria’s ‘Creative Spaces and Places’ initiative.

Projects should be at the advanced stages of planning and ready to begin.

Making Space is open to organisations and collectives that are Deaf and Disability led or show a commitment to disability leadership. Deaf and Disability led applicants will be prioritised.

**Making Space** are grants of $50,000 - $100,000 for organisations and collectives.

You must submit your completed application by **5pm, 17 October 2023** online or by emailing us.

[Click here to visit our website to apply online, download additional documents.](https://www.artsaccess.com.au/making-space/)

# When can I apply?

Applications are open now and close 5pm Tuesday 17 October 2023.

# How can I apply?

[You can apply via our website.](https://www.artsaccess.com.au/making-space)

You can [download the application as a Word Document](https://www.artsaccess.com.au/wp-content/uploads/2023/08/Making-Space_Application_2023.docx).

A budget template is available in [the support material excel](https://www.artsaccess.com.au/wp-content/uploads/2023/08/Making-Space-Support-Material.xlsx) or supply your own.

We accept applications in a range of formats. You can submit a written, video, audio or Auslan application. You can also schedule a phone or video chat with AAV.

You can fill in an application form online via our website.

You can [email us your application](mailto:grants@artsaccess.com.au?subject=Making%20Space%20Applicaiton)

You can organise a phone or video chat with AAV to apply.

You must submit your completed application by **5pm, 17 October 2023**.

You will receive an email receipt of the application. If you do not receive a receipt of your application 48 hours after applying, please contact us.

We encourage you to get in touch with us about your application before submitting it.

If you are unsuccessful, we can give you feedback.

# Can I submit my application in other forms?

Yes. We accept applications in a range of formats. You can submit a written, video, audio or Auslan application. You can also schedule a phone or video chat with AAV.

# Who can apply?

To apply you must:

* Be a creative organisation or collective that is legally constituted or auspiced
* Be based in Victoria
* Have an Australian Business Number (ABN) or be auspiced
* Be Deaf and /or Disability-led or show strong and ongoing commitment to disability leadership \*

\* This could include significant representation on your staff, board, subcommittees or advisory groups.

# How many applications can I submit?

We will only accept one application per applicant (including as part of a collective).

# Can I get feedback on my application before I submit?

We can provide you with general advice on your project and assist you with access support. We cannot review your application and provide feedback.

# When will I know the outcome of my application?

**Notification:** Approximately 6 weeks after the closing date.

# What is the definition of small/medium organisation?

Organisations with fewer than 10 full-time equivalent (FTE) staff and annual revenue under $3 million.

# Is there a minimum amount of funding I can apply for?

Yes, grants are between $50,000 - $100,000.

# Do I have to be auspiced?

If you are a collective or unincorporated you will need to be auspiced. Projects can be auspiced by Arts Access Victoria (at no cost) or another suitable organisation. More information about auspicing is in the guidelines.

# How do I find an accredited Access Consultant?

[Check out Access ASN for a directory](https://access.asn.au/accessibility-products-and-services/find-an-access-consultant/33-find-an-access-consultant/125-accredited-access-consultants-directory)

# How do I find approved builders for accessible infrastructure?

Master Builders Victoria may be a useful resource for finding expertise.

[Click for Master Builders Victoria Website](https://access.asn.au/accessibility-products-and-services/find-an-access-consultant/33-find-an-access-consultant/125-accredited-access-consultants-directory)

# Can I apply for funding for capital works that are partially completed to bring them up to code?

Yes.

# How do I find someone who can deliver accessible digital infrastructure?

Website developers should be able to develop accessible websites. There are many people out there who can help you, but if you don’t know where to start:

[Check out the South Australia Online Accessibility Toolkit](https://www.accessibility.sa.gov.au/)

They have a [Build, Buy and Supply resource](https://www.accessibility.sa.gov.au/introduction/build,-buy-and-supply) that can help you with the questions you can asked your website developer.

Contact [Vision Australia for support](https://visionaustralia.org/) There are any other organisations you can contact as well for accessible website support.

[Check out the Federal Government Digital Transformation Agency](https://www.dta.gov.au/help-and-advice)

Make sure to check the guidelines for more information.

# What should I consider when making an application for an accessible website?

* Ensure that your website/ your developer is addressing the accessible design criterion
* Include enough time and budget for testing in your application
* Consider the scope of what a website is useful for (information, organisational visibility)
* Include information about how you will sustain the website. E.g. how will you manage and continue to pay for ongoing costs?

# Can I use in-house expertise to deliver the project?

Yes, if you have the expertise and can meet the current Australian Standards for access, or the Digital Services Standards. Make sure you submit evidence you can meet the standards yourself.

# Who will be assessing our application?

Applications will be panel assessed. Panel members will represent a range of artform and infrastructure knowledge. The panel will include Deaf and/or Disabled people. The panel will include external Peer Assessors, Creative Victoria personnel and Arts Access Victoria staff. All applications will also be assessed by an independent financial assessor.

# What if I have more questions?

Contact us! We are happy to help.

**Email** grants@artsaccess.com.au

**Phone** 03 9699 8299 (voice only) / 0401 224 864 (text or voice)