

# Northern Territory History Grants 2023-2024

Guidelines and application information

Document title	Northern Territory History Grants 2023-2024
Contact details	Department of Territory Families, Housing and Communities
Approved by	
Date approved	
Document review	As required
TRM number	

Version	Date	Author	Changes made
CV1	7 March 2023	Cathy Hilder	
CV2	27 April 2023	Wendy Garden	

# Contents

<b>1. About.....</b>	<b>4</b>
1.1. The History Grants Program .....	4
<b>2. Guidelines.....</b>	<b>4</b>
2.1. Who can apply .....	4
2.2. What can be funded .....	4
2.3. What cannot be funded .....	5
2.4. How much funding is available.....	5
2.5. Who assesses the applications.....	5
2.6. Criteria for assessment .....	6
2.7. Key dates .....	6
<b>3. Condition of Grants .....</b>	<b>6</b>
3.1. Terms of the grants.....	6
3.2. Timing and acquittal .....	7
3.3. Termination/suspension .....	7
3.4. Acknowledgement .....	7
3.5. Public notification of successful grant applications .....	7
<b>4. Payment of Grants .....</b>	<b>7</b>
<b>5. How to apply .....</b>	<b>7</b>

# 1. About

## 1.1. The History Grants Program

The Northern Territory History Grants Program was established by the Northern Territory (NT) Government to commemorate the attainment of self-government on 1 July 1978.

The grants are administered by Library & Archives NT (LANT).

The NT History Grants Program has funded projects relevant to NT history for over 30 years. The aim of the program is to encourage and support original research that broadens community understanding of and engagement with Northern Territory history.

# 2. Guidelines

## 2.1. Who can apply

Individuals, societies and community organisations, who are current residents of the NT, are eligible to apply.

Exceptions and conditions to eligibility are:

- All NT Government employees are subject to the conditions of the NT Public Sector Code of Conduct.
- Employees of the Department of Territory Families, Housing and Communities are required to have a completed and approved conflict of interest declaration and management plan before applying. Other NT Government employees should refer to their own Department's policy requirements (e.g. conflict of interest and outside employment) before applying.
- Territory, State and Federal government agencies are not eligible to apply.
- Previous NT History Grants recipients who have not acquitted grants are not eligible to apply.
- Northern Territory Associations applying for grants must ensure that they comply with the Associations Act.

## 2.2. What can be funded

The Grants are intended to assist with associated expenses that will be incurred whilst carrying out research projects including:

- Travel and accommodation
- Costs associated with printing and publication such as editing fee, design costs, copyright and licencing fees, etc
- Stationery and consumables
- Incidental research fees
- Reproduction charges
- Interview fees

The use of LANT collections for History Grants projects is recommended. Suggestions for projects which draw from and compliment LANT collections could include:

- Collection and self-transcription of Oral History;
- Indexing and production of research guides to collections relevant to NT History;
- Written histories, exhibitions, or online resources that tell a story of the Northern Territory's past.

Preference will be given to projects covering topics which have not been researched before, or if the topic has been researched before, the applicant proposes a new approach or pushes research into new areas.

At the completion of a project, successful applicants are encouraged to present the results of their project in a public forum, in the format of a talk, presentation or exhibition at a LANT venue.

If you have any queries about a proposed project and whether it would be suitable to apply for support through the History Grants Program, please contact LANT by email: [LANT@nt.gov.au](mailto:LANT@nt.gov.au) or telephone 8999 7177 to discuss.

The following are examples of projects which have been funded in the past:

- Historical research for a radio program
- Historical research for a journal article
- Historical research for a published work
- Historical research for an unpublished or self-published work
- Historical research for production of a video/film, or theatrical play
- Historical research for production of a website
- Oral history interviewing

## 2.3. What cannot be funded

The following costs cannot be funded:

- Purchase of equipment and assets
- Cataloguing of collections
- Digitising or reproduction of collections
- Professional consulting fees, such as historical consultancy fees to undertake research
- Costs associated with work that has already been done
- Wages

## 2.4. How much funding is available

Single grants up to \$7,000 can be applied for.

## 2.5. Who assesses the applications

All grant applications received are assessed by the NT History Grant Assessment Panel. The Panel is appointed from the NT History Grants and Awards Register of Peers. The Panel comprises three representatives who are professionals with expertise and/or extensive knowledge in the field of NT history.

The Panel makes recommendations to the Minister for Arts, Culture and Heritage for the dispersal of funding as it deems appropriate based on the assessment criteria.

## 2.6. Criteria for assessment

Applications for NT History Grants must address all criteria in order to be considered.

Key criteria in the assessment of applications must include:

- Demonstrated uniqueness of the project.
- Provision of an achievable project plan.
- Identification of funding requested (maximum \$7,000) based on a realistic budget. (Quotes for major expense items desirable.)
- Proposal of how the result(s) of the research will be disseminated.
- Written references from two supporting referees to be included with the application. Written references should outline the referees' support for the project and the skills and capacity of the individual to undertake and achieve the project. Applications without two written references will not be considered for an NT History Grant.
- All applications must be submitted online to the Department of Territory Families, Housing and Communities through 'GrantsNT'.

Each application is considered individually on its merits, against the criteria and guidelines. Previous successful applicants are not assured of success in subsequent applications.

## 2.7. Key dates

Grant round open	Monday 3 July 2023
Applications close	Monday 14 August 2023
Assessment of applications	September 2023
Applicants notified of assessment outcome	November 2023

## 3. Condition of Grants

### 3.1. Terms of the grants

Grant recipients are required to sign an agreement undertaking to abide by the conditions described below. The NT History Grants Assessment Panel reserves the right to attach specific conditions to the expenditure of the Grant allocations. Recipients will be required to comply with all conditions of the Grant Agreement.

If an applicant does not meet all requirements as set out in the Grant Agreement, monies paid may be recovered as a debt due.

Unexpended funds of the approved grant amount are to be returned.

## 3.2. Timing and acquittal

The Grant project is to be completed within 12 months of commencement of the Grant Agreement unless agreed otherwise. An extension request must be submitted before that timeframe is reached.

Upon conclusion of the project a final acquittal must be submitted via *Grants NT*. This is a two-step process:

- (1) an acquittal in *Grants NT* that includes a report outlining the project activity, with details of the grant expenditure in accordance with the guidelines including an indication of availability to conduct a presentation of the results in a public forum for LANT;
- (2) two copies of the results of the project to be provided to LANT

## 3.3. Termination/suspension

LANT reserves the right to withdraw approval for funding at any time if there is a change in circumstances in the financial viability or nature of the project.

A Grant may be suspended or terminated before the approved completion date, either at the request of the recipient or if performance is unsatisfactory or the conditions governing the Grant are not being observed.

## 3.4. Acknowledgement

Any publication including articles, books or internet based material describing the work or containing the finished product of the work, the research for which has been supported wholly or partly by the Grant, **must acknowledge the support of the NT Government and the NT History Grants program.**

## 3.5. Public notification of successful grant applications

Successful grant recipient's name, project title, and amount of grant will be published online, in the Department's Annual Report and announced by media release.

## 4. Payment of Grants

Grant applicants must provide their nominated bank details in *Grants NT* to enable the payment of any grants.

Payment of grants will take place after the successful grant recipients have signed agreements undertaking to abide by the conditions described in *Conditions of Grants* above.

Grants money is paid to the successful applicant unless an alternative stakeholder organisation or administering body is advised in the application process.

Successful applicants will be required to fill in a vendor creation/amendment form, available on the website <https://nt.gov.au/leisure/arts-culture-heritage/grants/apply-for-an-nt-history-grant> and an ATO Statement by Supplier form if not registered for GST.

## 5. How to apply

Read these guidelines carefully to ensure you have a full understanding of the NT History Grants Program. Contact LANT to discuss your application if required.

All applications must be submitted online in *Grants NT* at <https://grantsnt.nt.gov.au/> by **COB Monday 17 August 2023.**

For further information visit [lant.nt.gov.au](http://lant.nt.gov.au) or phone (08) 8999 7177.

---