

Northern Territory History Grants 2020-2021

Guidelines and application information

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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).

1.2. The aim of the program

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 Tourism, Sport and Culture 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 recipients of NT History Grants which have not been acquitted 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 etc
- Stationery and consumables;
- Incidental research fees;
- Copying charges; and
- Interview fees

The NT History Grants Program has funded projects relevant to NT history for over 30 years. Details of previous projects can be found at:

<https://dtsc.nt.gov.au/arts-and-museums/northern-territory-archives-service/past-recipients-nt-history-grants>

The use of LANT collections for History Grants projects is mandatory. 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 applications covering topics which have not been researched before or if the topic has been researched before, where the applicant has proposed a new approach.

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 the LANT office to discuss on telephone 8924 7677.

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 ;
- Oral history interviewing;
- Historical research for production of a video/film, or theatrical play; and
- Historical research for production of a website.

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

The total annual allocation for the History Grants Program is \$58 000. Single grants may range from \$500 up to \$7000.

2.5. Who assesses the applications

All grant applications received are assessed by the NT History Grants Committee. The Committee is appointed by the Minister for Tourism, Sport and Culture. The Committee comprises three representatives from the community who are conversant in the field of NT history. The Committee recommends to the Minister 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 \$7000) based on a realistic budget;
- Proposal of how the result(s) of the research will be disseminated; and
- Written references from two supporting referees are to be included with the application. The 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 written references will not be considered for an NT History Grant.
- All applications must be submitted online to the Department of Tourism, Sport and Culture through the Grants NT system.

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	13 July 2020
Applications close	11 August 2020
Assessment of applications	September 2020
Applicants notified of assessment outcome	October 2020

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 Committee 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 refunded to LANT.

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.

A Grant recipient must report progress in *Grants NT* five (5) months after commencement of the Grant Agreement.

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 nature or financial viability 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 are required to 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-and-awards/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 11 August 2020**.

For further information visit <https://nt.gov.au/leisure/arts-culture-heritage/grants-and-awards/apply-for-an-nt-history-grant> or phone (08) 8924 7677.