



Moreland
City Council

Writers in Residence

2020/2021 Program Guidelines



The Moreland Writers in Residence Program is open to emerging, mid-career and established writers including writers of fiction, non-fiction, poetry and drama, children’s literature, script and screenwriting for stage, radio, television and film, and podcasts.

Background:

Moreland’s Writers in Residence program provides a unique opportunity for three writers to develop their practice in one of Australia’s most thriving arts communities. This initiative was developed as part of Creative Capital: Moreland’s Arts and Culture Strategy – in recognition of the vital role writers play in the creative sector of Moreland. The Writers in Residence Program is considered by Council as an important opportunity to support Moreland’s local writers and promote their work.

The aim of the program is to support writers at all stages of their career with resources and space to strengthen their professional practice. In line with Council’s Human Rights Policy 2016 - 2026, the Moreland Writers in Residence program is also designed to encourage writers who face additional barriers in the development of their writing careers, such as writers with disability, female writers, LGBTIQ writers and writers from culturally and linguistically diverse communities as well as Aboriginal and Torres Strait Islander writers.

Eligibility Requirements:

Who can apply?

- The program is open to writers who live or study in Moreland.
- Writers at any stage of their career i.e. emerging, mid-career and established are encouraged to apply.
- All types and genres of storytelling will be considered, including writers of fiction, non-fiction, poetry and drama, children’s literature, script and screenwriting for stage, radio, television and film, and podcasts.
- Proposals can be for any stage of a writing project however, it is preferable that the residency would give the successful writers time to focus on a specific area of development for their writing project or career development.
- Moreland City Council encourages applications from local writers who are members of culturally and linguistically diverse; LGBTIQ+; Deaf; and/or disability communities and Moreland’s local Aboriginal and Torres Strait Islander people.

Who can’t apply?

- Employees of Moreland City Council are not eligible to apply.
- The program is closed to full time academics.

COVID-19 Considerations:

Moreland City Council acknowledges that we are all currently experiencing unprecedented change due to COVID-19 and this may affect your residency in the future. Council is committed to working with our artists on a case-by-case scenario should you need to alter your residency to ensure it meets all State and Commonwealth Government public health measures and restrictions aimed to slow the spread of COVID-19, in place at the time of the residency. This may include having to move the residency from a studio space to your home. Please make sure you get in touch with the Arts Officer to discuss any issues.

What is provided by Council?

Up to three successful applicants will be provided with an honorarium of \$3,000 plus access to a studio space¹ for a period of three months (between Dec 2020 - May 2021). Moreland can offer residencies across multiple venues including:

- Coburg or Brunswick Libraries
- Brunswick Town Hall

Moreland City Council may also be able to facilitate residences in other spaces across the municipality as proposed by writers.

Access and available resources for each location are described in the terms and conditions below and can be discussed and negotiated in detail prior to formal agreement. Other support successful applicants will be offered may include:

- Opportunities to be engaged as part of the Arts and Culture or library programs such as Making it in Moreland or Read More
- Publicity across Council digital platforms
- Networking opportunities with the local arts community

What is required of the successful applicants?

Successful applicants are required to attend the residency for a minimum of 10 hours per week (approx. 120 hours). Council also requires all successful applicants to deliver a public outcome during their residency. Details of this public outcome are flexible and will be dependent on State and Commonwealth Government public health measures and restrictions to slow the spread of COVID-19, in place at the time of the residency. The public outcome is nominated by the successful applicant and forms part of the residency proposal.

There is no fixed expectation for the public outcome, however some suggestions include:

- Online or face-to-face outcomes depending on COVID-19 considerations
- Author talks or a reading at Moreland Libraries, or a Council-delivered cultural event
- Delivery of a masterclass, community workshop or tutorial of some kind
- Participation as a judge in Moreland Libraries' annual story writing competition
- Contribution to existing Council programming such as festival programs, Read More, Making it in Moreland, MoreArt etc.

Successful applicants agree to acknowledge the support of Moreland City Council on all publications, publicity and promotional materials of any future work developed and/or created during the Moreland Writers in Residence program. The appropriate logos are available on request. Successful applicants are also required to complete a written project acquittal at the conclusion of their residency.

¹ Pending COVID-19 Restrictions. In the event restrictions are still in place, Council will work with each writer to create alternative support mechanisms.

Application Process:

Applications need to be submitted online via Moreland City Council's Smarty Grants administration system. No printed applications will be accepted. Council can accept video applications through Smarty Grants however please check with the Arts Officer for details on how to submit your video application. Applicants may submit a maximum of one entry.

Residency dates

A standard residency will operate on a three-month basis however a longer residency can be negotiated. There are no set dates for the residency: applicants will be asked to nominate their preferred residency period which must conclude no later than 31 May 2021.

Applications open	24 August 2020
Applications close	20 September 2020
Assessment notification	Early November 2020
Residencies held	December 2020 - May 2021

All applicants are encouraged to read the guidelines thoroughly before applying. Applications are to be submitted online via Council's webpage www.moreland.vic.gov.au/writer-in-residence by **midnight Sunday 20 September 2020**.

Applicants are asked to:

1. Outline their connection to Moreland
2. Outline the writing project they would like to work on during the residency and how their writing practice will benefit from the residency
3. Propose the public outcomes or community focused activities they would be interested in undertaking as part of the residency
4. Nominate the three-month period in which they propose to undertake the residency, and the preferred location for the residency
5. Provide up to three examples of previous work (this can be via uploaded documents or weblinks) (Maximum of 2000 words in total). The writing sample must be submitted in English.
6. Provide a single page biography outlining their writing experience and CV
7. Provide a written statement as to how the applicant addresses the selection criterion regarding identified priority groups from the Moreland Human Rights Policy 2016–2026
8. Provide letter of confirmation if the project is linked to an existing project, outcome or publisher.

Assessment Process

Council is committed to ensuring that the assessment of all grant applications is coordinated in a fair and transparent manner. The Assessment Process will therefore be as follows:

1. An Officer from the Arts and Culture Unit will assess each application to confirm that it is eligible. This officer will be the main contact officer for questions and assistance while applications are open and will not participate or have any authority or decision-making responsibilities regarding the assessment panel process.
2. Applications will be considered by a panel consisting of the Unit Manager Arts and Culture, Libraries nominated person, member of the Moreland Arts Advisory Committee, and up to two industry experts.
3. The panel will be Chaired by the Unit Manager Arts and Culture.
4. A report from the panel with recommendations will be made to the Director Community Development for endorsement.

Assessment Criteria:

The applications will be assessed and scored by an assessment panel who will examine how clearly it shows these qualities:

Assessment Criteria	Score	%
<u>Professional benefit:</u> Likely benefit and impact of the residency for the applicant's professional development	Score out of 4	20%
<u>Artistic merit:</u> Artistic merit of: a) three examples provided of previous work b) proposed project c) original contribution to their field	Score out of 4	20%
<u>Capacity:</u> Achievability of the residency (ability to clearly demonstrate the planning, development and delivery of the project) as well as confirmation if the project is linked to an existing project, outcome or publisher.	Score out of 4	20%
<u>Broader community impact:</u> How the project provides benefit to the broader Moreland community including but not limited to the public outcome.	Score out of 4	20%
<u>Priority community:</u> Does the applicant meets the requirement regarding identified priority groups from the Moreland Human Rights Policy 2016–2026.	Score out of 4	20%
Total	Score out of 20	100%

Up to three residencies will be offered on the strength and merit of each application.

Conflict of Interest

All those involved in the assessment of applications must declare any conflict of interest that exists, including but not limited to, personal or business connections with any applicant. The person is required to step down from participating in any vote or decision-making process undertaken regarding the specific applicant.

Terms and Conditions

General requirements

1. Successful applicants will receive an honorarium of \$3,000 + GST.
2. Payment of the \$3,000 honorarium will be made in two parts – one payment of \$1,500 at the commencement of the residency, and the remainder upon submission of project acquittal.
3. Applications close at midnight, 20 September 2020 and late applications will not be considered for selection.
4. Residencies are offered to writers to produce a specific piece of work, either in full or in part, during their time in the residency.
5. Residencies will be offered on the strength and merit of each application.
6. The selection panel's decision is final.
7. Copyright of any works remain the property of the writer.
8. Successful applicants will not infringe or breach any copyright, performing right or other protected right related to their proposal and shall indemnify Council against all claims, demands or actions arising from any such infringement or breach.
9. Moreland City Council reserves the right to cancel or postpone the residency at any time.
10. Writers will provide their own public liability insurance to the value of \$20,000,000. If the writer does not have public liability insurance, this may be provided by Moreland City Council for an additional fee.
11. On request, successful applicants agree to provide a photograph for publicity purposes and to allow Moreland City Council to publish approximately 500 words from their work-in-progress on its website with the copyright remaining with the writer.
12. Successful applicants agree to acknowledge the support of Moreland City Council on all publications, publicity and promotional materials of any future work developed and/or created during the Moreland Writers in Residence program. The appropriate logos are available on request.
13. Moreland City Council reserves the right to publish all or part of the project descriptions of successful applicants on its website or in other Moreland publications.
14. Moreland City Council reserves the right not to promote works that they deem offensive.
15. Successful applicants are required to deliver the public program aspect as agreed in their proposal or subsequent negotiations with Council.
16. Successful applicants are required to complete a written project acquittal on the completion of their residency

Depending on State and Commonwealth Government public health measures and restrictions to slow the spread of COVID-19, in place at the time of the residency, successful applicants may also receive a studio space as set out below;

17. Successful applicants will receive access to their nominated space (including a desk, office chair and power point) for a minimum of 10 hours a week for a period of 3 months.
18. Depending on the nominated space provided, the successful applicants will have access to the space during staffed hours at the facility and will be provided with appropriate access. For residencies occurring at other locations, access will be managed on a case by case basis and will be negotiated prior to finalising the residency agreement.
19. Moreland City Council will endeavour to offer a residency to each successful applicant during the period they have requested but cannot guarantee this.

20. Residency spaces can only be used by the successful applicants for purposes related to their Writers in Residency proposal.
21. Successful applicants are responsible for any damage to the Venue they cause. Costs incurred to repair these damages may be deducted from the honorarium.
22. Successful applicants are responsible for ensuring they abide by relevant Occupational Health and Safety guidelines and regulations during their residency, this may include a Working with Children check.
23. Moreland City Council will not be responsible for any loss, damage or theft of any materials stored at the nominated residency space. All materials are stored at the successful applicants' own risk.

Lobbying

Lobbying or canvassing Councillors or Council employees in relation to any application is prohibited. This includes asking Councillors or Council employees for Letters of Support, to recommend your project to assessment panel members or to discuss the application with assessment panel members on your behalf. Any application submitted where the applicant that has canvassed or lobbied a Councillor or Council employee will be deemed ineligible.

Further information

If you need more information, assistance or would like to discuss your ideas or application please contact Angela Pamic, Arts Officer on 9240 2486 or apamic@moreland.vic.gov.au.

Moreland Writers in Residence Program is an initiative of Moreland City Council.

Moreland City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Custodians of the lands and waterways in the area now known as Moreland. We celebrate the history and contemporary creativity of the world's oldest continuous living culture

Cover Image:

Photograph: Bongkarn Thanyakij