

SOUTH AUSTRALIAN HISTORY FUND



Grant Guidelines

ABOUT THE SOUTH AUSTRALIAN HISTORY FUND (SAHF)

The South Australian History Fund is an annual grant fund totalling \$35,000 with funding available in three categories:

- Projects
- Publications
- Research

The grants are funded by the Government of South Australia.

TIMING OF GRANTS ROUNDS

Grant round opens in June each year and closes in August. Exact dates vary slightly with each grant round.

PROJECT GRANTS (maximum available \$2000)

Project Grants support South Australian community history initiatives that either:

- Interpret aspects of South Australia's history
- Preserve the evidence of this history
- Make this evidence accessible to the public.

Suitable projects may include:

- Historical displays and interpretive signage
- Oral history projects including purchase of equipment, training and reformatting
- Purchase of archival storage materials
- Digitising or copying of significant photographic, oral history or documentary collections
- Small conservation projects for significant items, using trained conservators
- Acquisition of significant historical items
- Purchase of equipment and/or software for historical projects.
- Development of online historical projects such as digital stories
- Events with an historical focus to be held during the South Australia's History Festival (max funding is \$500)

Use of professional historians, archivists and other consultants is encouraged and collaborative projects are welcomed.

PUBLICATION GRANTS (maximum available \$3000)

Publication grants are available to support:

- Well-researched, well-written, skilfully edited and well-designed publications focusing on South Australian history, and in particular with a regional, local or specialist focus. Applicants are encouraged to use the services of a professional historian.

Grants can be sought as a contribution towards publishing or editing costs. Types of publications may include books, pamphlets and online. At least a part manuscript should be submitted for assessment.

RESEARCH GRANTS (maximum available: \$5000)

Research grants support:

- Substantial original research that makes a significant contribution to the body of knowledge about or understanding of South Australian history.

It is expected that the research will lead to a publication. Projects must be conducted by historians or researchers with appropriate qualifications and experience and who are eligible for membership of the Professional Historians Association (PHA). Grants can be sought as part of a research grant partnership, such as an Australian Research Council (ARC) grant, or to assist completion of a larger project.

ASSESSMENT CRITERIA FOR ALL CATEGORIES

Applications will be assessed according to the following criteria:

- Historical significance and the contribution to new knowledge, understanding, appreciation or preservation of South Australian history
- Sound practice of history or archives management
- Viability of project

Assessors will be looking for (as appropriate to grant categories):

- Evidence of having sought expert advice where required
- Accurate costings of overall project and quotations for major expenses
- Digitisation projects meet minimum standards for data capture and preservation. (Information about digitisation standards is available from the State Library or History Trust of SA)
- Oral history projects demonstrate clear understanding of oral history principles and practices
- Research projects demonstrate how the project relates to current research and existing literature
- Appropriate qualifications of the person(s) undertaking research
- Identification of other partners/other funding for the project

- Plans for the publication of research work are outlined.

WHO CAN APPLY

Applications for all categories are invited from incorporated South Australian historical societies, National Trust branches, community history museums, local councils and voluntary organisations.

Unincorporated organisations may be eligible if an incorporated organisation is willing to sponsor their application. For instance, organisations may make applications under the umbrella of local public libraries, community arts organisations or local government.

Individual historians may apply for publication grants and research grants. Applications for research grants are also invited from professional historians, tertiary institutions or other organisations.

It is anticipated that most applicants to the SAHF will be based in South Australia but applicants from outside the State, who are working on South Australian history, will be considered.

State and Federal government agencies and museums are not eligible.

WHAT CANNOT BE FUNDED

- Ongoing salaries
- Historical fiction, creative writing or community arts projects without substantial historical intent
- Heritage building maintenance or repair
- Biographies, reminiscences and family histories without substantial historical content or analysis
- Books of documents or photographs without substantial historical commentary or analysis
- Projects completed or publications published before the closing date for applications

HOW TO APPLY

Applications can be submitted online during the advertised application period, or by post. Mailed applications must be received by close of business on the last day of the advertised application period or post marked that day.

PAYMENT OF GRANTS

Project and Publication Grants are in the form of a reimbursement via retrospective payments on completion of your project or publication. History SA reserves your grant payment until the end of the financial year following the year of approval, allowing approximately 18 months for the project to be completed. The deadline to claim grants is published in the grant guidelines for each grant year.

Research grants are payable once you have been notified of your grant.

To claim grants, successful recipients must invoice History SA for the amount granted. Successful applicants will be notified of the grant claim process. If you/your organisation is registered for GST the grant will be automatically grossed-up to offset the GST liability.

ASSESSMENT PROCESS

Eligibility checks and administrative processes are undertaken by History Trust of SA staff.

Applications are then assessed by a panel against the assessment criteria.

Recommendations of the panel are considered by the Board of History Trust of SA. The Board then makes a recommendation to the Minister Assisting the Premier in the Arts for approval.

You will be notified by mail of the outcome of your application.

CONDITIONS OF GRANTS

Grants may be used only for the purposes specified in the letter of approval. Approval from History Trust of SA must be obtained for any proposed changes to the use of the grant. Changes to contact details must be advised.

All relevant legal requirements such as planning approval and copyright clearance must be met. This is not the responsibility of History Trust of SA.

Project and publication applicants will need to provide proof that grant funds have been expended in accordance with your grant application. This must include copies of receipts from suppliers. Further proof can be presented in a written statement or through photographs.

Publication grant recipients must also submit a copy of their publication for the History Trust of SA Library.

Research grant recipients are required to complete a brief report on their project.

Recipients are asked to acknowledge, where possible, the contribution of History Trust of SA by the use of the Government of South Australia and History Trust of SA logos in their projects and publications and any promotional material about their grant project. The Government and History SA logos must be used in their entirety (image and wording together).

The logos are available electronically from History Trust of SA.

Contact SAHF staff for more info; to be added to mailing list or assistance with your application Ph: 8203 9888 or email community@history.sa.gov.au