



Australian Government International Exhibitions Insurance (AGIEI) Program

Program guidelines

What is the AGIEI program?

The Australian Government International Exhibitions Insurance (AGIEI) program is a funding program designed to offset insurance costs for touring major exhibitions of cultural material. Generally, these exhibitions include works from international collections.

The program delivers approximately \$2 million annually through a competitive funding round, with flexibility to consider additional out of round applications where significant opportunities arise. The program includes a two-stage application process which allows for in-principle support in the early stages of exhibition planning, followed by a final application closer to the exhibition opening.

Program objective

The program aims to assist cultural institutions to provide access to significant cultural material the Australian public would not otherwise have an opportunity to access. By providing assistance with insurance costs, the Australian Government is able to encourage and support the staging of major exhibitions drawn from some of the world's most historically significant and culturally rich collections.

Eligibility criteria

Organisations eligible to apply for funding include Commonwealth, state and territory government collecting institutions; incorporated not-for-profit public collecting institutions, and incorporated not-for-profit bodies specialising in touring significant art and cultural collections. The proposal may be for either multiple or single venue exhibitions.

To be eligible:

- The cultural material in the exhibition must have a minimum value of:
 - AUD \$50 million for fine art exhibitions¹
 - AUD \$20 million for museological exhibitions.
 - Insurance cover may apply to multiple or single items within an exhibition that meets the minimum value threshold.
- The exhibition is not eligible for support through a state indemnity scheme.

¹ Fine art exhibitions and museological exhibitions are defined in the Appendix.



- Applications from organisations with outstanding reports or financial acquittals from the AGIEI program, or from organisations that are otherwise in breach of an AGIEI funding arrangement, are not eligible for support.

Exceptional circumstances

Funding may be considered for proposals which do not meet the eligibility criteria (eg. where support is available through state indemnity schemes) under the following circumstances:

- The proposed exhibition supports, or is linked with, an event of special significance including but not limited to a commemorative anniversary, major international event such as CHOGM, G20, the Olympic Games, or an activity falling under a cultural Memorandum of Understanding.
- State capacity to contribute has been adversely affected by external events.
- Loans are conditional on use of the lender's preferred insurer or, for multiple venue tours, the provision of a single insurance policy. The level of state contribution will be a key consideration when assessing such proposals.
- The exhibition will tour to a venue outside of a major eastern Australian city (for the purposes of the program this means outside Sydney, Melbourne, Brisbane or Canberra). State contributions will be considered in assessing such proposals.

Applications seeking support under exceptional circumstances will be considered on their merits on a case-by-case basis subject to funding availability.

General principles

Please note: Definitions of terms used in these guidelines can be found at Appendix A. The following general principles are applied in order to maximise program outcomes for Australian audiences:

Competitive funding

The AGIEI program is a discretionary and competitive program. All funding decisions are considered within the limits of available program funding, and in the context of other funding support available to individual proposals.

Complementary funding

Recognising the economic and cultural benefits delivered to host states, funding decisions will take into consideration contributions from state and territory governments, either through indemnity cover or other contributions. In determining the amount of funding provided under the program, consideration will be given to whether the applicant and any other venues hosting the exhibition have access to state or territory (state) indemnity programs or other support.

Minimum value threshold

Proposals must meet a minimum value threshold to be eligible for support. To reflect the variation in insurable values between fine art and non-fine art exhibitions, two separate thresholds are specified under the Eligibility Criteria.

Application closing date

The program is primarily delivered through a single annual funding round closing in early April. However, out-of-round applications may be accepted where a significant opportunity arises, where potential exhibitions have been flagged previously in forward-year plans, or under exceptional circumstances (as described on page 2).



Two-stage application process

The program is delivered through a two-stage process: an initial application provided up to 18 months in advance of a proposed exhibition for in-principle support, and if successful, a final application 60 days prior to the exhibition opening. This model provides a mix of certainty and flexibility to meet the needs of negotiating international loans, and allows for variation between the initial stage and final confirmed amounts. There is no funding cap for individual proposals.

Australian Government endorsement

Program funding provides a concrete demonstration of Australian Government support for individual proposals. Due to the competitive nature of the program, not all eligible proposals can be assured of receiving any or all of the funding sought. Where funds allow, the program aims to provide a contribution to eligible exhibitions as a demonstration of Australian Government endorsement. The level of contribution will be considered on the basis of demonstrated need for funding and determined strictly in the context of available funding.

Australian Government broker

From 1 July 2014, all applicants to the AGIEI program are eligible to utilise the insurance broking services provided by the appointed whole of government broker, Arthur J. Gallagher. Applicants are encouraged to explore this service. Further information is available by contacting matthew.hackett@ajg.com.au, or by telephoning 02 6283 6514.

General funding scenarios for eligible exhibitions

Where a venue is able to access funding through a state or territory indemnity scheme (however described), it would be expected to do so.

The following are general program funding scenarios for exhibitions:

- Single or multiple venue exhibitions which do not have access to a state or territory indemnity scheme (however described) applicants would be eligible to apply for the full cost of transit and static insurance.
- Single venue exhibitions which have access to a state or territory indemnity scheme funding is only available in exceptional circumstances.
- Multiple venue exhibitions which have access to a state or territory indemnity scheme funding is available for full costs of transit insurance. In addition, for those venues which do not have access to a state or territory indemnity scheme funding is also available for static insurance. Funding for the full cost of transit and static insurance for venues with access to state schemes is available in exceptional circumstances.

Where an eligible exhibition is part of a broader international tour, funding for the cost of insurance for the exhibition's transit from and to another country would be determined on a case by case basis.

Applicants are not eligible to apply for funding for:

- a commercial exhibition
- any costs of exhibition insurance incurred prior to funding being approved
- administration or management costs associated with obtaining insurance or meeting requirements stipulated by the insurer
- insurance of exhibition items such as plinths, display cases and frames (unless integral to the work).



Criteria used to identify funding priorities and amounts

Funding proposals for eligible exhibitions will be assessed against the criteria below in a competitive selection process. The program assumes the likely benefits to audiences delivered by major international exhibitions and does not seek to make a comparative assessment of the cultural significance of individual exhibitions. The criteria are weighted evenly.

Funding contribution from other sources—through state indemnification and/or other contributions. Where there is no access to a state indemnity scheme or a lender specifies its own insurance or a single policy, the level of state contribution will be a key consideration, except for applications from national collecting institutions.

Geographical spread—the program aims to support venues across Australia and will prioritise tours that include venues that generally receive fewer international touring exhibitions. These include non-east coast venues (for the purposes of the program this means outside of Sydney, Melbourne, Canberra or Brisbane) and regional venues.

Number of venues—multiple venue proposals will be prioritised over single venue proposals.

Partnerships—proposals that are based on partnerships between collecting institutions to develop and/or tour an exhibition will be a higher priority for funding.

Demonstrated ability to develop, manage and tour Exhibitions of a similar nature to the proposed exhibition.

Value for money—the proposed insurance cover is consistent with reasonable market premiums and the proposed exhibition is financially viable. Where the broking services of the Australian Government broker are not used, the Department of Communications and the Arts may seek an independent quote for comparison.

Application and assessment process

Timing

Under the program's two-stage process, applications seeking in-principle support are generally sought between 1 February and 1 April each year for funding for exhibitions commencing between 1 January and 31 December of the following year.

If you wish to submit an application outside of this time please contact the Program Officer in the first instance at CollectionsDevelopment@arts.gov.au.

Stage 1 Initial application for in-principle approval for funding

Applicants must use the online program application form to provide the following information:

- claims against each of the selection criteria
- dates of and venues for the proposed exhibition
- a list of proposed works for the exhibition
- indicative costs for insurance required
- a summary of state or territory indemnity schemes (however described) for which the exhibition is eligible and, where applicable, a brief description of the applicant's or venue's progress in applying for indemnity through such schemes
- a brief statement regarding alternative options for the exhibition's insurance funding, should the organisation be unsuccessful in obtaining any or all of the AGIEI funding sought



- a five year forward schedule of planned exhibitions for which funding may be sought under this program (noting that these may be subject to change).

Applications will be assessed by the Department of Communications and the Arts against the selection criteria and recommendations for in-principle approval will be provided to the Minister for the Arts (or delegate) for consideration. If in-principle approval is given, it is not a guarantee that funding will be provided. Funding remains subject to final application approval which will be at the discretion of the Minister for the Arts (or delegate). Applicants who are successful at receiving in-principle support will be asked to advise the Department of Communications and the Arts of any significant change to the likely costs of insurance at the earliest opportunity. This assists the Department with forward planning of program funding ahead of receiving final applications.

Organisations will receive written notification of the outcome of their application.

Stage 2 Final application for funding

The final application is only completed by organisations who have received in-principle approval for their application. Applicants that have received in-principle approval for funding will be required to provide a final application not later than 60 business days before the exhibition is due to commence.

Applicants must use Part Two of the online application form to provide:

- a statement addressing any changes to the exhibition since the initial application against the relevant selection criterion
- confirmation of dates and venues
- confirmation of the value of the exhibition
- confirmation of the cost of insurance and of any indemnity that will be provided under a state or territory indemnity scheme (however described)
- a detailed list of all cultural material in the exhibition including institution of origin and any special conditions attached to the loan of each object.

Final approval will be provided by the Minister for the Arts (or delegate).

Where a final application has substantial changes from the initial application, for example significant changes to the exhibition content or value of the exhibition (whether an increase or decrease), it may not receive funding under the program. In this situation, the Department of Communications and the Arts will reassess the application against the selection criteria and against other relevant considerations such as funding availability where an increase has been sought. Following this assessment, the Department of Communications and the Arts will make a recommendation to the Minister (or delegate) regarding final approval.

Funding agreement

All funding recipients are offered funding on the same terms and conditions.

Funding will only be provided after the organisation and the Commonwealth of Australia (represented by the Department of Communications and the Arts) have entered into a legally enforceable funding agreement setting out the actual costs of the insurance cover, including a final quote or other evidence from the relevant insurer, and after an invoice is received by the Department of Communications and the Arts.

Under Commonwealth grants legislation, the Department of Communications and the Arts must publish information about the individual grants approved on GrantConnect, the Australian Government's grants information system.



Reporting

A report, as required under the funding agreement, is due 60 business days after the date on which the exhibition ends. The template for the final report will be made available online.

Conflict of interest

Applicants should indicate any potential, perceived or actual conflict of interest arising from the proposal. Where the Department of Communications and the Arts establishes that a conflict of interest exists, the Department may decide not to consider the application.

Privacy

Personal information collected by the Department of Communications and the Arts is protected by the *Privacy Act 1988* (Cth). The Department of Communications and the Arts will only use information for purposes for which it was given to the Department and for directly related purposes (unless otherwise required by, or authorised under, law).

Taxation

Grant payments will be exclusive of GST unless otherwise indicated. Payments to states, territories and local governments do not attract GST. If required, grant applicants are advised to seek advice from a qualified professional or the Australian Taxation Office. Visit the [Australian Taxation Office website](#) for more information. The Department of Communications and the Arts will report details of all grant payments to the Australian Taxation Office.

Complaints mechanism

The Department of Communications and the Arts regards complaints as a way of assessing and improving performance. The Department of Communications and the Arts will endeavour, where possible, to ensure that complaints are resolved promptly, fairly, confidentially and satisfactorily and that processes are improved as a result. Complaints regarding any aspect of the application process should be directed to CollectionsDevelopment@arts.gov.au.

Submitting applications

You will be required to submit an application online at www.arts.gov.au. Applications for 2018-19 will open in early February 2018. The closing date for applications is published on GrantConnect and is advertised on the [Department's website](#). Applications must be clear and succinct.

Information on the grant program is available on GrantConnect at www.grants.gov.au.

Further information

Further information may be obtained from the [Department's website](#) or by emailing CollectionsDevelopment@arts.gov.au.



Appendix A

Definitions

In these guidelines:

Commercial exhibition means an exhibition that involves the sale of cultural material displayed in the exhibition.

Cultural material includes, but is not limited to:

- works of art including fine and decorative art
- archaeological items and antiquities
- documents and manuscripts
- books and other printed materials
- photographs and graphic, film or television material or sound recordings, and
- artefacts including ethnographic items, mechanised items, numismatic or philatelic objects of cultural, artistic, historical, scientific, technological or educational significance.

Exhibition means:

- (a) a display of cultural material which is eligible for support under these guidelines, or
- (b) a display of cultural material that is considered to be eligible for support due to exceptional circumstances, and
- (c) has a cultural material value of not less than:
 - i. AUD \$50 million for fine art exhibitions
 - ii. AUD \$20 million for museological exhibitions.

Fine art exhibition means an exhibition comprising visual art works which have been created primarily for aesthetic and intellectual purposes and which may also have an historical value.

Museological exhibition means an exhibition comprising artefacts which in addition to having an aesthetic value have a primarily historical and/or functional value. To be eligible for the lower value threshold, the exhibition should comprise at least fifty per cent non-fine art objects.

Organisation means:

- (a) a Commonwealth collecting institution
- (b) a state or territory government collecting institution
- (c) an incorporated not-for-profit public collecting institution, or
- (d) an incorporated not-for profit body specialising in touring exhibitions of cultural material.

Program means the Australian Government International Exhibitions Insurance program.

Recipient means an organisation that receives funding under the program.

Venue means an institution (including the recipient) that is identified in the itinerary in the application as hosting the recipient's exhibition.

Works means:

- (a) for the purposes of an initial application—an itemised list of indicative cultural material to be included in an exhibition, or
- (b) for the purposes of a final application—an itemised list of the actual cultural material to be included in an exhibition.

