

EXPRESSIONS OF INTEREST REGIONAL ARTS SERVICES NETWORK



ALL CLARIFICATION Q&As – AS AT 20 FEBRUARY, 2018

If you are not a company in the legal sense, are you still eligible to apply?

Eligible suppliers for this opportunity need to be a company and this includes trusts, partnerships, or sole traders.

What are the opportunities for Local Councils to engage in this process?

Local councils have the opportunity to work collectively with key stakeholders to drive regional arts development activities and outcomes. While local councils cannot be the Principal Party in the service agreement, they may collaborate with others via a consortia to submit an offer.

What if my organisation crosses over different areas on the map?

The six designated regions are indicative only and based on service delivery across other Queensland Government departments. If your organisation covers areas that crossover these designated regions this should be acknowledged within your offer and will be considered in the context of establishing a new Regional Arts Service Network.

What is the Regional Arts Services Network?

Delivering on the Queensland Government's commitment of \$6.5 million over four years for regional and Indigenous arts initiatives, Arts Queensland is establishing a Regional Arts Services Network with the aim of fostering, facilitating and promoting the sustainable growth and development of regional arts across the state.

Can I include Regional Arts Services Network initiatives in other Arts Queensland funding applications?

Yes, other Arts Queensland project funding open to the Regional Arts Services Network providers and potential applicants within their designated regions includes the Regional Arts Development Fund, Playing Queensland Fund, Indigenous Arts Regional Development Fund, Individuals Fund, Arts Business Innovation Fund and the Queensland Arts Showcase Program (Arts Ignite, Arts Illuminate and Arts Impact).

What is the difference between Regional Arts Services and State Coordination?

The Regional Arts Services providers are responsible for facilitating and delivering community arts and cultural programs within their designated region(s). They also directly employ a Regional Arts Officer. The State Coordination Office provides secretariat and coordination services to the Regional Arts Service Providers, along with other duties such as representing the network in state and national contexts.

How will the \$6.5 million over 4 years be distributed across the State?

When putting together your submission you are required to provide information on your price to deliver services (that is, what you propose to charge Arts Queensland). Financial arrangements will be determined through Stage 2 of the procurement process.

What level of funding will be available through the new Queensland Arts Showcase Program (QASP) funding stream?

Arts Queensland will establish a new contestable funding stream within the QASP to support regional activity generated by the Regional Arts Services Network. Further details of this funding will be available in mid-2018. The funding opportunity will be open to Regional Arts Services and State Coordination Office providers only.

What support material will be required?

You can find a list of support material required on page 15 of the EOI Submission form.

Can organisations offer more than one EOI proposing different delivery models?

Yes. Arts Queensland is seeking innovative service delivery models that align with the Key Deliverables. Offerers may submit a range of service offerings, as costed alternatives within the one EOI submission, or as separate EOI submissions. All offers must be fully costed within the EOI submission to enable evaluation against the Evaluation Criteria.

Given the geographic spread, will levels of output be the same in all areas?

Arts Queensland acknowledges that Queensland's broad geographic and population spread presents access challenges and that there will be a variance between regions. The Regional Arts Services Network EOI aims to empower regional communities in responding to local priorities through innovative service delivery models led by regional companies.

Who are the panel members evaluating the submissions?

A Tender Evaluation Panel of key stakeholder representatives and Arts Queensland staff will be appointed to assess each EOI against the Evaluation Criteria.

What services are being requested in the EOI?

Eligible companies are required to download and complete the EOI Submission Form. Section 1 of the EOI Submission Form details the requirements for application. You will also need to refer to the Key Deliverables outlined on page 2 of the 'Information for Providers - EOI' document.

Is Arts Queensland looking to engage more than one regional service provider and one regional arts officer within each region?

Providers are strongly encouraged to develop partnerships and/or to develop a consortia based Expression of Interest to ensure each designated region is adequately serviced. One Service Agreement per company will be awarded to deliver Regional Arts Services, including the employment of a regional arts officer, in each of the six designated regions.

What will be the expected reporting requirements for successful providers?

Reporting arrangements will be negotiated during Stage 2 and will be based on Key Performance Outcomes aligned to key deliverables.

What will be the insurance cover required for local arts councils?

Detailed information on the type and scope of services to be delivered through the Regional Arts Services Network will be discussed during Stage 2 negotiations.

Is the State Coordination Office role delivery or facilitation?

The State Coordination Office will work closely with the regional service providers in responding to local priorities. This includes taking the lead on ensuring a coordinated approach to the delivery of programs and activities.

What is the difference between ‘Services’ and ‘Production’?

The services to be procured by Arts Queensland are outlined as Key Deliverables in the EOI Information for Providers. This list of services is not exhaustive and may be expanded by the offeror within their EOI submission.

It is possible to provide letters of support as opposed to formal agreements in the submission?

Page 15 of the Submission Form details the types of support material that may be submitted. Letters of Support outlining in-kind / financial contribution and commitment will be well regarded.

Will there be an opportunity to negotiate the submission?

The EOI submission process in in two stages: **Stage 1: Expressions of Interest** Eligible companies are required to download and complete the EOI Submission form on the AQ website and **Stage 2: Direct negotiation - Invitation only** Shortlisted companies will be invited to enter into post-offer contract negotiations.

What is the role of Arts Queensland officers in relation to the Regional Arts Services Network?

Arts Queensland’s Partnership team will administer the Service Agreements of the Regional Arts Services Network and support their delivery of the Key Deliverables as outlined in the EOI Information for Providers.

What proportion of the budget should be allocated to operational versus flexible program funds?

You will need to determine the budget allocations in accord with your service offering, as a competitive offer. Your approach to implementation should drive your choices in determining pricing / budget allocations for your proposed operating model. At this stage, please refer to ‘Key Deliverables’ as stated in the EOI Information for Providers. This list of services is not exhaustive and may be expanded by the offeror within their tender.

How will the new program be evaluated?

The evaluation framework for the Regional Arts Services Network will be determined in collaboration with all awarded service contractors, in accord with Government outcomes sought. This evaluation methodology will be embedded into the Service Agreement, and will feature in Stage 2 contract negotiations.

What is Arts Queensland’s vision regarding sustainability of the new Regional Arts Services Network beyond the initial four year period?

The Queensland Government has committed \$6.5 million over four years to establish the Regional Arts Services Network. Funding beyond this time period is subject to the State Budget process.

To what extent do submissions need to include the financial and governance accountability documents of each Consortia member, including Local Councils?

Requirements are listed in 2.8. This is a competitive process and the depth and breadth of support material provided informs the evaluation panel with the required assurances of the financial viability and effective governance of your submission.