Arts Tasmania - Roving Curators - September 2026
Form Preview

Program guidelines and eligibility

* indicates a required field

This program gives Tasmanian museums, galleries, and collections access to our museum professionals for up to 25 days.

Before making an application, you need to contact our Roving Curators to discuss the planned project.

As the applicant, your organisation must:

- manage publicly owned, publicly accessible, permanent collections of movable cultural heritage objects or artworks; and,
- have (or be working towards) regular opening hours.

Privately owned collections, federal government collections, Tasmanian Government Business Enterprises and Tasmanian Government Departments are not eligible to apply.

Your organisation must also meet Arts Tasmania's general eligibility requirements.

Overdue acquittals

If your organisation has received support from Arts Tasmania and has an overdue acquittal, you are not eligible to receive more support until all overdue acquittal reports are submitted and approved.

Arts Tasmania will contact you if your organisation has any overdue acquittals.

I confirm that I have read and understood the eligibility requirements for this program. *
○ Yes

I confirm that I have spoken to the Roving Curators about applying to this program. *
○ Yes

Help with your application

Before making an application, you need to contact our Roving Curators to discuss the planned project.

If you have questions about applying to our programs, please email grants@arts.tas.gov.au or call (03) 6165 6666.

You can also book a 15-minute online meeting through Microsoft Teams using Bookings.

To apply for funding for cultural heritage activities, see Cultural heritage organisations

For information on previous rounds, please visit past decisions and peer feedback.

Organisation's details

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* indicates a required field

Applicant details

Organisation's legal name *

Organisation Name

This should match the ABN provided. For example, the legal name of the Shepparton Art Museum in Victoria is Greater Shepparton City Council.

Name of museum or collection

If different to the legal name.

Does your organisation have an ABN (Australian Business Number)? *

- ○ Yes
- ○ No

Australian Business Number (ABN)

Australian Business Number (ABN) *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

You can use the ABN Lookup website to search for your ABN and related information.

If your organisation's ABN is not registered in Tasmania, please explain why:

Museum's contact details

Street address *

Address

This must be a street address for contractual purposes.

Postal address *

Address

Email *

Phone

Website

Contact person

This person will be Arts Tasmania's contact for this application.

Name *

Title First Name Last Name

Position *

Email *

Phone

Formal contact

This person will be the formal contact for correspondence relating to this application.

Name *

Title First Name Last Name

Position *

Email *

Phone

Project details

* indicates a required field

Number of Roving Curator days requested *

Must be full days.

Before your organisation makes an application, you must contact a Roving Curator to discuss the planned project.

They will provide you with an information sheet that must be signed and attached to this application.

Signed Roving Curator information sheet *
Attach a file:

A maximum of 1 file may be attached.

Project title *

Please give the project a title - for example 'collection management' or 'significance assessment'. If this application is successful, this title will be listed on the Arts Tasmania website.

Project dates

Projects can commence from 1 March 2027.

Enter approximate start and end dates below.

Expected start date *

Expected finish date *

Tell us about your organisation's project.

Please include information on:

- how the Roving Curators will be working with your organisation on the project
- why this project is important at this time
- how it will benefit your organisation, audiences or the community
- the target audience and their expected experience (if applicable).

*

Word count:
no more than 800 words

Tell us about your organisation and any others involved in the project.

Please include information on:

- your organisation and its history
- who will be involved in the project (staff, volunteers or professionals)

You don't need to duplicate information provided in attached CVs or biographies in this section.

*

Word count:
no more than 400 words

Project locations

Please list the locations where the project will take place (town/suburb).

Use the + and - buttons at the right hand side to add and remove rows.

Location
Address

Any, but at least one field is required.

Aboriginal cultural content

If your project involves Aboriginal cultural content, your application must provide evidence of how you are working with the Aboriginal community. This includes:

- evidence that cultural protocols and Indigenous Cultural and Intellectual Property (ICIP) will be respected
- detail around any roles that support Aboriginal people to lead activities that involve cultural content or knowledge
- letters of confirmation from any Aboriginal artists or professionals involved
- evidence of plans to engage with the Aboriginal community in a meaningful, collaborative, and culturally safe way.

Please refer to Creative Australia's Protocols for using First Nations cultural and intellectual property in the arts.

The Tasmanian Government's Office of Aboriginal Affairs can provide advice on working with Tasmanian Aboriginal people and organisations.

If you are unsure about this requirement please contact Arts Tasmania at grants@arts.tas.gov.au

Does this project involve Aboriginal cultural content? *
- ○ Yes
- ○ No

Please attach your organisation's plans for working together with Aboriginal people and organisations.

This can include evidence of collaborations such as letters, agreements, evidence of relevant training undertaken by team members, policies around cultural safety or other documents speaking to adherence to cultural protocols and/or appropriate use of ICIP.

Attachments	Description

Children and young people

If your planned project involves children or young people (under the age of 18), either as active participants or a target audience, you must put measures in place to ensure their safety and wellbeing, in line with Tasmania's Child and Youth Safe Standards. This means abiding by all relevant laws and regulations that apply in Tasmania, and any other jurisdictions where the project is taking place.

Anyone working with children or young people in Tasmania is required to hold a current Registration to Work with Vulnerable People (RWVP). People under the age of 16 years are not required to be registered.

For further guidance, please refer to:

- the Tasmanian Government's Child and Youth Organisations Framework (applies to businesses, organisations and sole traders)
- the Tasmanian Government's Keeping Children Safe resource
- Creative Workplaces' information around national laws and standards for children and young people.

If you are unsure about this requirement, please contact Arts Tasmania at grants@arts.tas.gov.au

Does this project involve children or young people (under the age of 18)? *
- ○ Yes
- ○ No

Please provide evidence of the measures in place to ensure the safety and wellbeing of the children or young people involved in this project.

This can include evidence of current RWVPs for key personnel, evidence of relevant training undertaken by team members, safety policies or risk management plans.

Attachments	Description

Collection details

* indicates a required field

To be eligible for support, museums must have a publicly accessible collection, and must have, or be working towards, regular opening hours.

Tell us the museum's opening hours below.

For example:

- Open Mon - Fri 11:00 am - 6:00 pm
- Sat 11:00 am - 5:00 pm

Museum opening hours *

How many visitors came to the museum in the last year? *

Must be a number.
Can be approximate.

How many objects are in the collection? *

Must be a number.
Can be approximate.

What percentage of the collection is currently accessioned and/or catalogued? *

Must be a number.
Can be approximate.

Policy documents

Please list the policy documents relevant to your organisation's collection, including the year they were last updated.

Use the + and - buttons at the right hand side to add and remove rows.

Document type	Year updated
For example - Collection Policy, Disaster Preparedness Plan or Exhibition Policy.	For example - 2017.

Collection ownership

Does your museum own the majority of objects in its collection? *
- ○ Yes
- ○ No

Please list other significant owner(s) of the objects in your collection below.

You will be required to provide a letter of support from the owner(s) on Page 5 of this application.

Use the + and - buttons at the right hand side to add and remove rows.

Collection owner

Support material

Your organisation needs to provide support material as part of its application.

Your organisation must provide:

- a combined CV or biography for all professionals and volunteers involved (no more than two pages)
- your organisation's current Collections Policy (if it has one)
- letters from collection owners (if relevant).

Your organisation may also include:

- excerpts from your organisation's significance assessment, interpretation plan, preservation needs assessment or disaster preparedness plan that are relevant to this project
- up to five items of support material (including images or quotes)
- your organisation's Disability Action Plan
- up to two letters of support.

For more information, see support material.

Attachments

Support material can be provided in any of the following formats:

- Video (MP4, QuickTime, Windows Media)
- Audio (MP3 Windows Media)
- Images (JPEG, PowerPoint)
- Written material (Word, PDF)

Each file should be no larger than 5 MB.

Use the + and - buttons at the right hand side to add and remove rows.

Attachments	Description

Web links

Please make sure that any web links you provide are active and easily accessible. Provide passwords if required.

Use the + and - buttons at the right hand side to add and remove rows.

Link	Description	Password (if required)
Must be a URL.		

Statistics

* indicates a required field

Statistical information is used to improve Arts Tasmania's programs and processes.

Please identify the main or primary area of practice for your activity. *

Select any other areas of practice for your project. You may select as many areas as are relevant.

Select the activity type or types that relate to your project. *

☐ Collection management ☐ Exhibiting ☐ Policy development and planning

Does this project involve people with disability? *

○ Yes
○ No

For more information see Disability and access.

Does this project involve people from a culturally and linguistically diverse background? *

○ Yes
○ No

For more information see Cultural Diversity.

Does this project involve people from an Aboriginal or Torres Strait Islander background? *

○ Yes

○ No
For more information see Aboriginal arts and cultural content.

How did you first find out about this opportunity? *
○ Arts Tasmania's newsletter
○ Arts Tasmania's website
○ Contact with a staff member
○ Social media
○ Word of mouth
○ Other:

Employment statistics

This information helps us to understand the financial impact of our programs. It is not used in the assessment of your application.

Roles

How many paid and unpaid roles are involved in your project?

Museum roles

This includes roles like curators and conservators and anyone else who is a museum professional.

Paid - full time	Paid - part time	Unpaid - full time	Unpaid - part time

Other roles

This includes roles like administrators, technicians, front of house staff and anyone else who isn't a museum professional.

Paid - full time	Paid - part time	Unpaid - full time	Unpaid - part time

Certification

* indicates a required field

Assessment of applications

Staff from the department will review all applications received to this program to ensure eligibility. We may contact you to ask for more information if your organisation's eligibility is unclear.

Peers from the Cultural and Creative Industries Expert Register will assess all eligible applications before making a recommendation to the Minister for Arts and Heritage, or an appointed delegate. These peer recommendations will be used as the basis for making decisions around funding and support.

All decisions made by the Minister for Arts and Heritage, or their delegate, are final and can only be appealed if the grounds for appeal are met.

For more information, please visit how are decisions made and past decisions and peer feedback.

Appealing a decision

Arts Tasmania may reconsider a decision if the applicant can demonstrate a proven conflict of interest, error in process or discrimination.

For more information, please read the grounds for appeal.

Working with children

Arts Tasmania is committed to encouraging the involvement of young people and children in the arts, both as participants in the creative process and as audience members. Safeguards to prevent exploitation and harm must be in place for any projects that involve children.

If you receive support from Arts Tasmania, and the supported project involves people under the age of 18, you are obligated to abide by all relevant laws and regulations that apply in Tasmania, and any other jurisdictions where the supported project is taking place.

If this application is successful, all people involved with this project will be required to provide a copy of their Registration to Work with Vulnerable People (RWVP) card to Arts Tasmania.

Details on the requirements in Tasmania are available below:

- Keeping Children Safe
- Department of Justice

Right to information

Information you provide to the department and details of assistance may be subject to requests for public disclosure under the *Right to Information Act 2009*.

Personal information collection

You are providing personal information to the department, which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by the department for the purpose of assessing your application and related activities. Failure to provide this information may result in your application not being assessed or records not being properly maintained. The department may also use the information for related purposes, or disclose it to third parties

in circumstances allowed for by law. You have the right to access your personal information by request to the department and you may be charged a fee for this service.

Certification

I certify that:

- **All the details supplied in this application form are correct.**
- **I have read and understood all information provided as part of this application form, and agree to all terms.**

I agree *

○ Yes

Name of authorised person *

Title | First Name | Last Name

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Position held in applicant organisation (e.g. CEO, Treasurer)

Contact email *

Must be an email address.

Contact phone

We may contact you to verify that this application is authorised by the applicant organisation

Once your application is complete and you do not wish to make any further changes, please press the 'Submit' button. You will receive a confirmation email which lets you know we have received your application. If you do not immediately receive this email please contact us.

You can print or download a copy of your application after it has been submitted.