

Specialist Radio Programming Form Round 1 2024/25

Form Preview

Using this form

Use this form to apply for a **Specialist Radio Programming** (ongoing, regular Ethnic, First Nations Australians and Radio Reading (RPH) programming) grant.

The following links contain information to help you prepare your application:

- [Sample Specialist Radio Programming grant application](#)
- [Specialist Radio Programming grant guidelines in a Word document](#)
- [Specialist Radio Programming application form in a Word document](#)
- [Checklist of information you need to supply in your Specialist Radio Programming application form](#)
- [Specialist Radio Programming webinar](#)

Please note: do not use this form to apply for Content grants. If you want to apply for one of these grants you need to use a Content grants form.

Navigating the form

Use the *Next Page* and *Previous Page* buttons or the Navigation list on the right-hand-side to move between pages. This will automatically save your application.

Don't use the *Forward* or *Back* buttons on your website browser as you may lose your progress.

As you complete the form, your responses will determine which questions you will be required to answer. Questions that do not apply to your application will be automatically disabled.

Saving your application

You can start your application, save what you have done and return to it as many times as you like before the grant deadline.

For further instructions on how to use this online form, please see the [SmartyGrants Help Guide for Applicants](#).

Submitting your application

Once you're happy with your responses, click to the *Feedback and How to Submit* page where you will find a *Review* button. You will be able to review your whole application here, download it to share with others and submit it when you are ready.

Need help?

Please let us know if something doesn't work or doesn't make sense. We are here to help you, You can contact us on:

Dean Linguey - 03 8341 5988 and dean@cbf.org.au Radio stations and Remote Indigenous Media Organisations (RIMOs) in Queensland, Western Australia, the Northern Territory and Tasmania.

Liz Landray - 03 8341 5944 and liz@cbf.org.au Radio stations in New South Wales and the Australian Capital Territory, television stations and any independent producers or not-for-profit organisations looking to partner with a community broadcaster.

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Sheah Sutton - 03 8341 5966 and sheah@cbf.org.au Radio stations in South Australia and Victoria

Specialist Radio Programming Grant Guidelines

Please read these grant guidelines before you apply. The guidelines include important information about this grant, including how you can use the funding. These guidelines apply to Specialist Radio Programming only.

There are separate grant guidelines for [Content Grants](#).

1. Specialist Radio Programming grant objectives

Specialist Radio Programming grants assists with the development, production and broadcast costs of specialist radio programming content to meet the needs of particular communities. Funding is available for Specialist Radio programming for:

- First Nations Australians programs, in accordance with the specific conditions outlined in section 3.
- Ethnic programs to serve a defined local ethnic community, in accordance with the specific conditions outlined in section 3.
- Radio Reading (formerly RPH) programs to serve people with a print disability, in accordance with the specific conditions outlined in section 3.

The objectives of the Specialist Radio Programming grants are to support community media organisations to:

- Increase the diversity of voices and languages in community media
- Increase community participation in community media
- Engage with, connect to and reflect their community
- Ensure diverse communities have access to information, cultural and local content that enriches their communities

2. Who can apply?

Eligible organisations include:

- community radio stations
- Remote Indigenous Organisation or Remote Indigenous Broadcasting Service
- incorporated not-for-profit organisations auspicing applications for program groups broadcast on a community radio station.

The following organisations or individuals are NOT eligible to apply:

- applicants seeking support for TV content - you should apply for programming support using the [Content Grants form](#)
- RPH licensed stations - RPH stations may apply for funding support through [Content Grants](#) and [Development & Operations Grants](#)

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- community radio stations broadcasting radio reading programs within the broadcast 'footprint' of an existing radio reading (RPH) service, unless that service does not broadcast any local content

3. What conditions apply?

All Specialist Radio Programs must:

- be on air by the start of the upcoming funding period (1 July 2024) OR be in development to be on air within the funding period (July 2024 - June 2025)
- be produced locally – programs originating elsewhere for local re-broadcast are not eligible
- be broadcast regularly, at least fortnightly between 6am-1am (i.e. not overnight) for the entire funding period
- be at least 30 minutes long
- be a minimum of 80% specialist programming material including culturally relevant music and spoken word content including social, cultural or political issues of importance to the relevant community, and news and information relevant to cultural and language maintenance, with an emphasis on local perspectives.

First Nations Specialist Radio programs:

- **A First Nations Australian** program broadcast on a non-Indigenous licensed station must be produced and presented by **First Nations** people or groups. Funding from the First Nations Community Broadcasting Fund in this grant program cannot be allocated to a program that is produced and presented by non-First Nations people
- **A First Nations Australian** program broadcast on an Indigenous licensed station must be produced and presented by a **First Nations** person or group and; must include 50% Indigenous language content and/or content produced and distributed within a remote Indigenous community

FAQ: [My project has a First Nations focus, is there anything I need to consider?](#)

Ethnic Specialist Radio programs:

- **An Ethnic** program must be produced and presented by a person or group of people broadcasting to a defined local ethnic community which has input into the content of the program. The program's spoken language must be at least 50% in a language other than English except where English is the native or common language of the cultural community (e.g. Irish, Indian) or where the program is produced and presented by people under the age of 30. Spoken word content must be no more than 25% religious
- **A Multicultural** program must be produced by a group of at least 3 broadcasters from differing language/cultural backgrounds and address issues of multiculturalism, identity, settlement, etc. It can be in any language

Radio Reading Specialist programs:

- **A Radio Reading** program must conform with [Standards for RPH Programming on Community Radio](#) including:
 - sponsorship announcements, music, standard news bulletins such as National Radio News (NRN), and other items not specific to the needs of people with a print disability do not qualify as radio reading content

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- all printed items shall be read in full. Material shall be presented with an appropriate identification of: the publication, edition, date of publication, page number and author's name. In no circumstances shall the text be varied, or any editorial comment be offered in relation to an item.

FAQ: [Where can I learn more about Radio Reading?](#)

In line with our [Content Monitoring Policy](#) your programming information may be monitored as part of grant application processing.

Consultation requirements:

Applicants must meet with Specialist broadcasters (either in person or via phone or video) to ensure:

- broadcasters are sufficiently supported by stations and incorporated organisations to provide interesting and relevant content for local communities
- broadcasters and station representatives have an opportunity to discuss any issues and include specialist programmers in the overall station community
- everybody understands and commits to the grant guidelines requirements for Specialist Radio Programming support throughout the funding period
- everybody understands and agrees to the funded items requested
- everybody is aware of their grant expenditure record keeping requirements

Each grant application must demonstrate how you have achieved the above requirements, including dates of your most recent meetings with broadcasters, a list of attendees and their contact information.

New Programs vs Programs in Development

A 'new' specialist radio program is a program that has already undergone community consultation and development and is intended to be on air by the time the funding period has commenced (1 July 2024).

A 'program in development' is a program that is at the idea stage and requires support to undertake community consultation, select producers and presenters and commence development. In order to be eligible for support, the station must demonstrate that this program is planned to be on air within the funding period (July 2024 - June 2025).

FAQ: [What is a program in development?](#)

1. Application Process

Your Specialist Radio Programming grant application is comprised of two components: a Summary of Programs form and this Specialist Radio Programming application form.

What is a Summary of Programs?

The [Summary of Programs](#) (SOP) provides details of all Specialist Radio programs broadcast by your station. The Summary of Programs is used to determine your station's eligibility for a Specialist Radio Programming grant and/or whether your station is eligible to receive Ethnic funding support through [Development & Operations grants](#).

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Your Summary of Programs must be up to date before submitting this Specialist Radio Programming application and to be eligible to receive [Ethnic funding](#) support through the Development & Operations grant category. To do this:

1. Go to 'My submissions' > find your Summary of Programs with prefix SOP- (If you can't see your Summary of Programs, or this is the first time you are applying for Specialist Radio Programming, please get in touch with the [Grants Support Team](#))
2. Click the notepad icon to open
3. On page 2 update any information as required e.g. you can amend the total hours for each program, add any new programs by clicking the 'Add More' button, or delete programs no longer running by clicking the grey minus button
4. On page 3 update any information as required e.g. you can amend broadcaster numbers or producer names
5. Review and resubmit

If you applied for support for a [Program in Development](#) in the previous round and that program has started, you must update your Summary of Programs to include details of the new program, to be eligible for Specialist Radio Programming funding for that program.

FAQ: [Summary of Programs](#)

Ethnic funding and Development & Operations grants

In order for all or part of your grant to be eligible to be drawn from the Ethnic Community Broadcasting Fund in the Development & Operations program, **you must have submitted a Specialist Radio Programming application.** This is inclusive of an updated Summary of Programs, demonstrating eligible ethnic programs within the same funding period as your Development & Operations application.

FAQ: [What is Ethnic funding?](#)

4. What can you apply for?

FAQ: [How are CBF funding streams allocated?](#)

You can apply for resources needed to develop and produce the eligible specialist programming identified in your application.

There is no set limit on the total amount you can request for Specialist Radio Programming support; however, overall funding is limited. The CBF have recommended what we consider to be a reasonable request for particular items per program and per station. If your programs have a greater need for support than what is recommended, you can apply for more funding but you must provide an explanation as to why you are doing so.

All eligible requests will receive support if they are considered reasonable in comparison with your previous requests, requests from other applicants in this grant round and funds available. You might not receive the full requested grant amount due to limited available funds.

Your grant budget requires you to list proposed expenditure for each type of specialist program (by program type: First Nations, Ethnic, or Radio Reading).

Applicants may request funding in Round 1 for a twelve-month period (July to June), which may be paid in two instalments. Applications submitted in Round 2 may include new programs and/or amendments to ongoing program support to reflect any programming changes made in the July to November period only (seven months).

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Programs in development may request a one-off payment start-up / seed funding for program resources, training and program development. Items could include the purchase of music, USBs, program mentoring, news sources, small equipment (headphones, portable recorders) or other requirements specific to establishing a new program group.

Costs relating directly to program production and community/broadcaster engagement may include:

Expenditure Item

Items may include

Recommended amounts per program type

Small Equipment Costs

- Storage devices (portable recorders, hard drives)
- Remote broadcasting equipment
- Microphones, headphones, etc

Quotes for items valued over \$1,000 are required

\$750 per program up to \$5,000 per organisation

Program Specific Costs

- Program materials

Up to \$1,000 per organisation

- Reference materials and news sources

\$120 per program

- Music

\$720 per program up to \$5,000 per organisation

- Broadcaster personal expenses related to program delivery including phone/internet costs, localised travel expenses

\$620 per program \$2,500 per organisation

- Program marketing

\$600 per program up to \$1,200 per organisation

- Program website costs

\$200 per program up to \$1,000 per organisation

- Outside broadcasts and special broadcasting events

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Up to \$2,500 per organisation

- Program specific training/mentoring: non-accredited training support, additional program supervision, buddy systems for new broadcasters

Up to \$500 per program \$2,500 per organisation

- Program development costs for new specialist programs including community consultation, engaging producers/presenters, program set up costs, program costs

Up to \$2,000 per new program

- First Nations Australian program wages for **First Nations Australian** producers and presenters only.

Up to \$75 per hour of programming

Community/Broadcaster Engagement Costs

- Conference attendance including registration, travel and accommodation (e.g. NEMBC)

Up to \$2,000 per organisation per program type

- Broadcasters meeting expenses

Up to \$1,000 per organisation

- Administration/consultation fees for the station.

Up to \$250 per program

FAQ: [How much should we apply for on behalf of Specialist Program groups?](#)

FAQ: [What is the community / broadcaster engagement / admin fee?](#)

FAQ: [Should I request the same amount as last year?](#)

5. What can't you use the grant for?

You cannot use the grant for other costs that don't relate to the production of the program, including:

- operational costs, training, or equipment not related to the program, which can be applied for as part of the station's [Development & Operations grant](#) application
- Content production more appropriately applied for as a [Content grant](#) application
- overseas travel
- payment of membership fees
- access/airtime fees imposed by the station
- costs incurred prior to 1 July 2024

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- station costs that could be met by its in-kind contribution, such as studio hire fees and admin staff work time
- contingency costs
- sponsorship production

6. How will your application be assessed?

The Specialist Radio Programming applications are not competitively assessed. Applications that meet the following criteria will receive support:

- **Eligible program** - your [Summary of Programs](#) form is updated to confirm your program is eligible for funding and appropriate consultation has taken place as defined above
- **Objective** - your program contributes to the ongoing maintenance and development of either Radio Reading (RPH), Ethnic or First Nations Australians community broadcasting
- **Completeness** - the information you have provided including attachments listed on the application form is sufficient for the committee to assess your application
- **Previous reporting** - you have met all reporting requirements for previous CBF grants
- **Budget** - the budget items requested are considered reasonable in comparison with your previous requests, requests from other applicants in this grant round and funds available. The approved budget section of your Grant Agreement may vary from your application request.

FAQ: [How will specialist radio programming requests be assessed?](#)

7. How will you report on the grant if your application is successful

If your application is successful, there will be information in your Grant Agreement regarding reporting requirements, including Progress and Final Reports.

Payment of a second instalment will be contingent upon receipt and approval of a grant Progress Report covering the initial six months (July to December). The second payment may be reduced if funded programming has ceased or is no longer eligible for support.

Your Grant Final Report will include a description of what the outcomes of the grant were, a financial report that shows how the grant was spent and a statement certifying that the grant was spent according to the terms of the Grant Agreement.

Successful applicants are reminded that grant funds can only be used for the purpose specified within your Grant Agreement. Any variation to that purpose must receive written agreement from the CBF beforehand. In line with the Grant Agreement, any SRP funds not expended within the funding period cannot be held over to the following year and must be returned to the CBF.

For total grants across all CBF grant programs, paid over \$80,000 in a financial year, you will need to provide an Auditor's Financial Certificate (AFC) declaring that grant funds have been expended in accordance with the terms of your grant agreement.

FAQ: [Grant Reports](#)

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Contact Details

* indicates a required field

Applicant Organisation

Video Tutorial: [Contact Details](#)

Organisation trading name *

Organisation Name

Can be different from the Entity name listed with the Australian Business Register shown below.

Organisation Australian Business Number *

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	

Contact person

This is the person we will correspond with about this grant.

Contact person *

First Name

Last Name

Contact position *

Contact phone number *

Must be an Australian phone number.

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Contact email *

Must be an email address.

Is this application the primary Content grant application from your organisation this round? *

Yes No

We only require organisations to complete organisational information for the primary Content grant application each round.

Do you want to update your Organisation Details since the last time you submitted a grant application to the CBF?

Yes No

If you have previously applied for a CBF grant and we have your current organisation contact details on file, or if you are also applying for a Development & Operations grant in this round, select "No".

Applicant organisation contact details

Organisation phone number

Must be an Australian phone number.

Organisation email address

Must be an email address.

Will be added to our email newsletter for up-to-date information about the CBF's activities including grant opportunities

Organisation postal address

Address

Traditional place name

E.g Wurundjeri Country

To find an area's Traditional Place name, get in touch with Aboriginal and Torres Strait Islander Land Councils or Cultural Centres in your locality or check the [AIATIS map](#) which shows the general locations of larger groups of people.

Organisation physical address

Address

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Organisation website

Must be a URL.

Organisation Details

* indicates a required field

Video Tutorial: [Organisation Details](#)

What type of organisation are you? *

Please choose the option that best applies to your organisation.

Letter of support from a recognised community media organisation demonstrating their commitment to broadcast the production

Attach a file:

[FAQ: How should I format my attachments?](#)

FAQ: [How do we define who is a recognised community media organisation?](#)

This section of your application helps the CBF to understand your organisation in more detail. The following questions assist the [Content Grants Advisory Committee](#) to determine whether your organisation should receive priority weightings or special consideration. This information will also be used to help the CBF to measure the impact of its grants programs.

What was your organisation's annual income in the previous financial year? *

Should include all income sources, including previous grants.

Annual report with financial statements

Provide URL (link) here or upload file(s) below. Your organisation's financial statements and annual report may be shared with the CBAA and other sector organisations for the purposes of sector research. If you do not wish us to share this information please contact the CBF Grants Support Team.

FAQ: [What are Annual Report and financial statements?](#)

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Financial statement comments

If there's anything in your financial statements you would like to clarify for assessors, such as cash reserves or negative equity, please explain it here. E.g. income from radiothon before the end of last financial year carried over to cover operational costs in this financial year.

Annual report, financial statements or other relevant supporting documents

Attach a file:

[FAQ: How should I format my attachments?](#)

People

Of the primary beneficiaries, participants and audiences you select in the following question, we will track the following choices as part of our assessment and evaluation processes:

- First Nations Australians (this option is listed under Ethnic and racial groups)
- Ethnic and racial groups
- Religious groups
- LGBTIQ+ people
- People with disabilities
- Economically disadvantaged people

Who are the primary beneficiaries of this project/program? *

Please choose only groups that are at the very core of your activities such as your community of interest. If your initiative is open to everyone, choose the first item, 'Universal - no particularly targeted beneficiaries'

We are gathering data on all the participants involved in this content project.

Total number of participants in this project *

Must be a number.

Including presenters, contributors, producers, production volunteers and any others.

How many identify as women? *

Must be a number.

Must

How many are aged under 26? *

Must be a number.

How many identify as culturally and/or linguistically diverse? *

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Must be a number.

People from other cultures, or people who speak another language.

How many identify as having a disability? *

Must be a number.

How many are from a faith based community? *

Must be a number.

How many are from the LGBTIQA+ community? *

Must be a number.

Do any of the participants in this project identify as First Nations Australians? *

- Yes
 No

How many participants identify as First Nations Australians? *

Must be a number.

What role(s) do First Nations Australians have in the production of this content? *

Word count:

Must be no more than 50 words.

e.g. producer, broadcaster, technician, editing, etc

Specialist Programming Overview

* indicates a required field

Video Tutorial: [Specialist Programming Overview](#)

Project title *

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Must be no more than 10 words.

A brief title to easily identify this grant.

I would like to apply for support for the following program types: *

First Nations Ethnic Radio Reading (RPH)

Tick all that apply.

Anticipated start date

Anticipated end date

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Must be a date and no earlier than 1/7/2024.
If unknown, provide your best guess.

Must be a date.
A date no later than 30/06/2025

Summary of Programs

FAQ: [Summary of Programs](#)

Your Summary of Programs must be up to date before submitting this Specialist Radio Programming application. To do this:

1. Go to 'My submissions' > find your Summary of Programs with prefix SOP. If you can't see your Summary of Programs or this is your first SRP application, please get in touch with the [Grants Support Team](#)
2. Click the notepad icon to open
3. On page 2 update any information as required e.g. you can amend the total hours for each program, add any new programs by clicking the 'Add More' button, or delete programs no longer running by clicking the grey minus button
4. On page 3 update any information as required e.g. you can amend broadcaster numbers or producer names, contact details
5. Review and resubmit

If you applied for support for a [Program in Development](#) in the previous round and that program has started, you must update your Summary of Programs to include details of the new program, to be eligible for Specialist Radio Programming funding for that program.

Have you updated and submitted your Summary of Programs for Round 1 2024/25

*

Yes

New Programs

* indicates a required field

New Specialist Programs

Video Tutorial: [New Programs](#)

Please complete this section for every new First Nations Australian, Ethnic or Radio Reading program at your station.

Use the Add More button at the bottom of the section if you have more than one new program.

Are there any new Ethnic or First Nations Australian programs listed in your Summary of Programs since the last round? *

Yes

No

New First Nations Australians and Ethnic programs

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Program name *

Provide a short background on the program presenters, including cultural and language groups and any supporting personnel assisting with program development. *

Word count:

Suggested word count: 150 words.

Program start date *

New programs are required to be on air before the funding period, that is before 1/07/2024

Please provide a URL link to where we can find a recent typical program to listen to *

Must be a URL

What is the connection between the relevant community and this program? *

Word count:

Suggested word count: 150 words

What local information does this program include? *

Word count:

Suggested word count: 100 words

Are there any new Radio Reading programs listed in your Summary of Programs since the last round?

Yes

No

New Radio Reading (RPH) programs

Program start date *

New programs are required to be on air before the funding period.

Please provide a URL link to where we can find a recent typical program to listen to

Should be a whole typical program

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Typical example of a program

Attach a file:

[FAQ: How should I format my attachments?](#)

Specialist Programs in Development

FAQ: [What is a Program in development?](#)

Are you applying to develop a new First Nations Australians, Ethnic or Radio Reading program at your station during the funding period? *

Yes

No

First Nations Australian, Ethnic and Radio Reading programs in development

Tell us about this new opportunity. What communities do you plan to engage with? Why these communities? How will you engage with the community? *

Word count:

Suggested word count: 200 words

When do you hope to have the program commence broadcasting on the station? *

Please enter month and year (ie February 2025). Must be a date between July 2024 and June 2025

Supporting documents

Attach a file:

If available, upload evidence of community support or community need for the program such as Letters of Support. [FAQ: How should I format my attachments?](#)

Consultation

* indicates a required field

Video Tutorial: [Consultation](#)

Applicants with existing and/or new programs must demonstrate consultation with presenters and program contributors to be considered eligible for funding in this grant category.

NOTE: Applicants with programs in development are not expected to have consulted with presenters and broadcasters at this stage and do not need to include meeting attendees for these programs.

Resource link: [Example meeting minutes](#)

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Resource link: For stations consulting with multiple ethnic broadcasters, we've prepared a [Specialist Content Workbook](#) to help you (special thanks to Behrooz Farahnakian from 4EB who created the original version).

Consultation with Specialist broadcasters

Applicants must meet with Specialist broadcasters (either in person or via phone or video) to ensure:

- broadcasters are sufficiently supported by stations and incorporated organisations to provide interesting and relevant content for local communities
- broadcasters and station representatives have an opportunity to discuss any issues and include specialist programmers in the overall station community
- everybody understands and commits to the grant guidelines requirements for Specialist Radio Programming support throughout the funding period
- everybody understands and agrees to the funded items requested
- everybody is aware of their grant expenditure record keeping requirements.

Each grant application must demonstrate how you have achieved the above requirements, including dates of your most recent meetings with broadcasters, a list of attendees and their contact information.

Please provide details of your consultation process with broadcasters *

Outline your consultation process and agreed outcomes

Meeting attendees

List everyone who attended your Specialist broadcaster consultation meetings for all programs, including presenters, producers, station staff and volunteers.

The CBF may contact meeting attendees to confirm discussions.

Use the Add More button at the bottom of the section to add more broadcasters' names.

(Please ensure there are no blank rows by clicking the grey minus button to the right of any blank row)

Name	Role/Position/ Program	Email	Phone Number	Date of meeting
		Must be an email address.	Must be an Australian phone number.	Must be a date.

Specialist Program Budgets

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* indicates a required field

Budget instructions

Video Tutorial: [Specialist Program Budgets](#)

- **If your organisation is registered for GST, please show GST exclusive amounts in the grant budget.**
- **If your organisation is not registered for GST, please show GST inclusive amounts.**

To complete the budget below, please make sure to:

- Identify all budget items for which you are seeking support.
- Under Expenditure Item, select the relevant item from the dropdown list
- Under Expenditure Item Detail, describe the item required. For example: "4 hours per week @ \$25 per hour", or "\$10 for phone calls per week".
- Use whole dollars.

FAQ: [How do I complete the budget table?](#)

Sample budget

Expenditure Item

Expenditure item detail

CBF grant funds requested

Small equipment

Laptop for audio editing

\$750

Music

Increase Greek music library

\$720

Subscriptions/news sources

Chinese newspaper

\$75

TOTAL

\$1,545

Your grant budget should list proposed expenditure for each type of specialist program (by program type: Ethnic, First Nations or Radio Reading).

Please note the recommendations for how much to apply for through Specialist Radio Programming grant program. If your programs have a greater need for support than what is recommended, you can apply for more funding but you must provide an explanation.

Expenditure Item

Items may include

Recommended amounts per program type

Small Equipment Costs

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- Storage devices (portable recorders, hard drives)
- Remote broadcasting equipment
- Microphones, headphones, etc

Quotes for items valued over \$1,000 are required

\$750 per program up to \$5,000 per organisation

Program Specific Costs

- Program materials

Up to \$1,000 per organisation

- Reference materials and news sources

\$120 per program

- Music

\$720 per program up to \$5,000 per organisation

- Broadcaster personal expenses related to program delivery including phone/internet costs, localised travel expenses

\$620 per program \$2,500 per organisation

- Program marketing

\$600 per program up to \$1,200 per organisation

- Program website costs

\$200 per program up to \$1,000 per organisation

- Outside broadcasts and special broadcasting events

Up to \$2,500 per organisation

- Program specific training/mentoring: non-accredited training support, additional program supervision, buddy systems for new broadcasters

Up to \$500 per program \$2,500 per organisation

- Program development costs for new specialist programs including community consultation, engaging producers/presenters, program set up costs, program costs

Up to \$2,000 per new program

- First Nations Australian program wages for **First Nations Australian** producers and presenters only.

Up to \$75 per hour of programming

Community/Broadcaster Engagement Costs

- Conference attendance including registration, travel and accommodation (e.g. NEMBC)

Up to \$2,000 per organisation per program type

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- Broadcasters meeting expenses

Up to \$1,000 per organisation

- Administration/consultation fees for the station.

Up to \$250 per program

FAQ: [What is the community/broadcaster engagement admin fee?](#)

FAQ: [Do I have to provide a budget for each program?](#)

FAQ: [Should the figures provided in the guide above be regarded as caps?](#)

First Nations Australian Program Costs

(Please ensure there are no blank rows by clicking the grey minus button to the right of any blank row)

Expenditure Item	Expenditure Item Detail	CBF grant funds requested
Select from the drop down list the choice that best reflects the item you are seeking funding for	e.g. small equipment, music, news sources, personal broadcaster expenses, etc	Must be a dollar amount.
		\$
		\$
		\$
		\$
		\$

First Nations Australians program cost total

Total First Nations Australians funding requested *

\$

This number/amount is calculated.

First Nations Australians program cost comments and quotes

Word count:

Must be no more than 100 words.

If there's anything in your project budget you would like to clarify for assessors, explain it here, such as why you are seeking more funding than the guidelines suggest or why have you chosen a particular supplier.

Supporting documents

Attach a file:

Evidence or clarification of costs. E.g. quotes for items valued over \$1,000.

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Ethnic Program Costs

(Please ensure there are no blank rows by clicking the grey minus button to the right of any blank row)

Expenditure Item	Expenditure Item Detail	CBF grant funds requested
Select from the drop down list the choice that best reflects the item you are seeking funding for	e.g. small equipment, music, news sources, personal broadcaster expenses, etc	Must be a dollar amount.
		\$
		\$
		\$
		\$
		\$

Ethnic program cost totals

Total Ethnic funding requested *

\$

This number/amount is calculated.

Ethnic program cost comments and quotes

Word count:

Must be no more than 100 words.

If there's anything in your project budget you would like to clarify for assessors, explain it here, such as why you are seeking more funding than the guidelines suggest or why have you chosen a particular supplier.

Supporting documents

Attach a file:

Evidence or clarification of costs. E.g. quotes for items valued over \$1,000. [FAQ: How should I format my attachments?](#)

Radio Reading (RPH) Program Costs

(Please ensure there are no blank rows by clicking the grey minus button to the right of any blank row)

Expenditure Item	Expenditure Item Detail	CBF grant funds requested
Select from the drop down list the choice that best reflects the item you are seeking funding for	e.g. small equipment, music, news sources, personal broadcaster expenses, etc	Must be a dollar amount.
		\$

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Form Preview

		\$
		\$
		\$
		\$

Radio Reading (RPH) program cost totals

Total Radio Reading funding requested *

\$

This number/amount is calculated.

Radio Reading (RPH) program cost comments and quotes

Word count:

Must be no more than 100 words.

If there's anything in your project budget you would like to clarify for assessors, explain it here, such as why you are seeking more funding than the guidelines suggest or why have you chosen a particular supplier.

Supporting documents

Attach a file:

Evidence or clarification of costs. E.g. quotes for items valued over \$1,000.

Total funding requested

Total CBF funds requested *

This number/amount is calculated.

Declaration

* indicates a required field

Privacy statement

The Community Broadcasting Foundation (CBF) respects the right of individuals to privacy protection. Where personal information is supplied to the CBF it is used to assist in providing resources and other services to community broadcasters and community broadcasting organisations, and in meeting our responsibilities as the funding agency for the community broadcasting sector. To this end personal information may be shared with other community broadcasting sector representative organisations, consultants and funding providers. Individuals have the right to access, update or correct any of their personal information held by the CBF at any time.

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Entities that are collecting personal information for provision to the CBF in a funding application or for related purposes must ensure that the individuals concerned consent to the provision of their personal information to the CBF, receive a copy of this Privacy Statement, and have been advised that our Privacy Policy is available at <https://cbf.org.au/privacy-policy/>.

Complaints against the CBF's acts or practices in relation to privacy protection may be investigated by the Privacy Commissioner who has power to award compensation in appropriate circumstances. For more information please see our [Privacy Policy](#) on our website or contact the Foundation's Chief Executive Officer on (03) 8341 5900 or by e-mail via executive@cbf.com.au.

Declaration

The Declaration must be made by a person with the appropriate authorisation at the applicant organisation.

I understand that this application will be assessed on its merits against the assessment criteria published in the grant guidelines and that the application may not receive support, or may receive part-support.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the grant agreement.

Name *

First Name

Last Name

Position *

Date *

Must be a date.

Feedback and How to Submit

Feedback

We encourage applicants to provide constructive feedback so we can learn more about your experience in working with us. This will help us improve our grants process. The following anonymous survey should take you no longer than five minutes to complete.

<https://www.surveymonkey.com/r/submittedgrantsR12425>

How to submit

Once you have completed your Specialist Radio Programming grant form, you can review and submit the form.

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Form Preview

You can print/download the application as a PDF document to share with others by clicking *Download PDF* at the top of the Review page.

To submit your application, click the *Submit* button at the top of the Review page.

- Any unsubmitted forms will not be accessible to the CBF and will not be assessed.
- If a required question is left blank or you have entered incorrect characters in a question (like letters in a number question), you will be unable to submit a form. Use the Application Form Navigation list to return to the question that requires completion.

Once you successfully submit your application you will receive an automatic email confirming receipt of your application with an attached PDF version for your records.