



Australian Government

CUAFIM511 Source funding for projects

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package Version 5.0.

Application

This unit describes the skills and knowledge required to raise money for creative or artistic projects. It involves investigating different funding opportunities, developing a proposal for pitching, presenting the proposal to an audience and examining the terms and conditions of potential funding.

The unit applies to those who determine the amount of funding required, locate likely funding sources, develop funding proposals and identify opportunities for future funding.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Finance – Financial Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Investigate funding opportunities for project	1.1 Determine the scope and funding needs of project 1.2 Calculate required funding arrangements 1.3 Research potential funding sources and the activities they support, eligibility and selection processes
2. Develop a funding proposal	2.1 Summarise the proposed project, the purpose of funding and the amount sought 2.2 Determine project timelines and budget breakdown 2.3 Prepare funding documentation in the required format 2.4 Collate additional materials and testimonials to support request for funding 2.5 Arrange an independent review of funding proposal and

ELEMENT	PERFORMANCE CRITERIA
	seek tax and regulatory advice where required 2.6 Prepare return on investment information for potential investors
3. Pitch project and funding request	3.1 Plan and document presentation approach and intended outcomes 3.2 Choose presentation strategies, format and delivery methods according to the target audience 3.3 Select presentation aids, materials and techniques according to the format and purpose of the presentation 3.4 Present proposal using persuasive communication techniques to secure audience interest 3.5 Respond to audience questions on central ideas and concepts 3.6 Evaluate presentation and identify strengths and weaknesses to inform subsequent presentations
4. Examine terms and conditions of potential funding	4.1 Review funding agreement and clarify terms and conditions of funding 4.2 Determine reporting requirements for funding 4.3 Establish processes to monitor compliance and report project progress

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Learning	<ul style="list-style-type: none"> Improves own performance using views and opinions of others and self-evaluation to identify different opportunities
Reading	<ul style="list-style-type: none"> Recognises and interprets textual information to determine and define requirements Organises, evaluates and critiques ideas and information from different sources
Writing	<ul style="list-style-type: none"> Conveys and requests detailed information using specialised language Supports the purpose and format of documents using grammatical structure
Oral Communication	<ul style="list-style-type: none"> Elicits the view and opinion of others using listening and questioning techniques

SKILL	DESCRIPTION
	<ul style="list-style-type: none"> • Presents information suitable to audience and environment using industry related and specific terminology
Numeracy	<ul style="list-style-type: none"> • Estimates and develops structured funding plans using mathematical skills
Self-management	<ul style="list-style-type: none"> • Takes responsibility for meeting legal, regulatory and compliance requirements
Teamwork	<ul style="list-style-type: none"> • Follows accepted communication practices and protocols • Builds rapport, presents concepts and seeks feedback using effective interpersonal skills
Planning and organising	<ul style="list-style-type: none"> • Plans and prioritises different tasks to achieve outcomes efficiently and in a timely manner
Problem-solving	<ul style="list-style-type: none"> • Analyses factors and makes decisions about funding sources and proposals using problem-solving techniques
Technology	<ul style="list-style-type: none"> • Accesses, enters and presents information using applicable digital tools and technologies

Unit Mapping Information

Supersedes and is equivalent to CUAFIM501 Source funding for projects.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1db201d9-4006-4430-839f-382ef6b803d5>