



National Collecting Institutions Touring and Outreach (NCITO) Program Guidelines 2022-23

Program objectives

The National Collecting Institutions Touring and Outreach (NCITO) Program aims to:

- increase overall levels of touring by National Collecting Institutions with particular emphasis on multiple venue tours;
- promote broad access to Australian cultural material through touring works from the collections of the National Collecting Institutions, with particular emphasis on providing access for audiences in regional areas;
- promote international awareness of Australia's cultural heritage through touring Australian cultural material from National Collecting Institutions overseas;
- expand Australian appreciation of international cultural material through enabling National Collecting Institutions to bring works from international collections for exhibition or touring within Australia; and
- encourage partnerships and collaboration between the National Collecting Institutions and also with other institutions (archives, galleries, libraries and museums) across the collections sector, particularly in regional areas.

Program eligibility

The following National Collecting Institutions are eligible to receive funding:

- Australian National Maritime Museum
- Bundanon Trust
- Museum of Australian Democracy at Old Parliament House
- National Archives of Australia
- National Film and Sound Archive of Australia
- National Gallery of Australia
- National Library of Australia
- National Museum of Australia
- National Portrait Gallery of Australia.

The Department of Infrastructure, Transport, Regional Development and Communications administers the Program.

Program funding can be used for:

- costs associated with development and touring of exhibitions, including non-ongoing staff costs; freight costs; and costs associated with support material such as catalogues, education kits and promotional material;
- costs associated with bringing works from international collections for an exhibition or tour within Australia; and
- costs associated with touring or exhibition of Australian cultural material overseas.

Funding cannot be used for:

- exhibitions which involve commercial promotions or sale of work;
- administrative and management costs which are not associated with the tour; or
- exhibition development/touring activities that are already funded through other Australian Government programs, such as Visions of Australia.

Assessment and funding

The Program provides \$1 million per annum, which is allocated each financial year to all eligible National Collecting Institutions that submit proposals which are aligned with the objectives of the Program.

The Department of Infrastructure, Transport, Regional Development and Communications will assess the applications to ensure they meet the Program objectives and that funding is shared reasonably across the bidding institutions. If the total bid exceeds the funding available, the Department will negotiate with the bidding institutions to reach a final allocation that is within the available budget.

Recommendations are provided to the Minister for the Arts, or delegate, for approval.

Application process

The Department will write annually to each eligible National Collecting Institution inviting applications for the funding. Applications are submitted online through the Department's grants management system [Smartygrants](#).

Closing date for applications

Applications close in April each year to enable projects to commence in the following financial year.

Funding agreements

Funding recipients will be required to enter into a funding agreement with the Commonwealth on an annual basis. Payment will be made upon signature of the funding agreement by the recipient and the Commonwealth and on receipt of a correct and complete invoice.

Reporting requirements

Funding recipients are required to provide a final acquittal report to the Department of Infrastructure, Transport, Regional Development and Communications for the relevant financial year in September each year.

The final acquittal report should provide details of activities undertaken/completed during the previous financial year and certify that funding for that year has been properly acquitted.

Final expenditure for each financial year, including a report on touring activities undertaken during that financial year, must be audited in accordance with the relevant clauses in the funding agreement.