



# Dampier Community Association City of Karratha Partnership Proposal for Annual Events

## Proposed Partnership

The Dampier Community Association (DCA) would like to request the City of Karratha consider a three-year funding partnership with the DCA for our five major annual events. These are the: Dampier Art Awards, Dampier Beachside Markets, Dampier Photography Awards, Dampier Sunset Movies and the Dampier Quill Quest. These popular and highly anticipated grass roots events are now firmly established on the annual community calendar.

Although the DCA is not reliant on external funding, accounting for less than 20% of our total revenue in the previous financial year, establishing a funding partnership with the city of Karratha for our major annual events, will enable us to continue to grow and develop as an organisation. The security of funding will allow us to plan ahead for these events with confidence. Having a long term funding agreement will not only free up administration time currently spent on seeking funding, it will empower the DCA to allocate funds generated by the organisation to new initiatives, activities, events and projects, created to enhance and support our community. By enabling the DCA to do more in our community, we are then able to support the City of Karratha's vision to make Karratha 'Australia's most liveable regional City'.

## Proposed Partnership Funding

The total amount of funding requested from the City of Karratha is \$101,500.00 per annum. The total requested amount consists of the following individual event amounts:

| Event                               | Amount              |
|-------------------------------------|---------------------|
| Dampier Art Awards                  | 21,500.00           |
| Dampier Beachside Markets           | 32,000.00           |
| Dampier Photography Awards          | 21,500.00           |
| Dampier Sunset Movies               | 10,500.00           |
| Dampier Quill Quest                 | 16,000.00           |
| <b>Total Amount (excluding GST)</b> | <b>\$101,500.00</b> |

A breakdown of each event, including a full budget estimate, is included further on in this proposal.

## DCA Objectives

The Dampier Community Association was established in 1968, becoming an incorporated association in 1977. The DCA's purpose is to 'represent and promote the civic and social advancement of Dampier that sustains a quality of life and community pride for all residents'. A major objective of the Association is to 'promote, support or coordinate community activities and events that encourage community engagement and promote a sense of community'. To achieve this goal the DCA manages and presents a variety of events and projects throughout the year, each catering to a different demographic within our community. Although Dampier based, these activities, events and projects attract people from the wider City of Karratha area and visitors to our region. They include:



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- seasonal activities - Dampier Beachside Markets & Sunset Movies
- annual adult events - Dampier Art Awards, Photography Awards & Quill Quest
- annual youth events - Dampier Junior Art Awards, Junior Photography Awards, Halloween Garden of Horrors, Christmas Illumination, Junior Christmas Art Awards and Santa Letters
- regular Senior events - Morning Teas, exercise classes and ad-hoc art/creative sessions
- Dampier Art Space – ArtVentures kid's art classes and ad-hoc art workshops for all ages
- Dampier Community Garden - and other one-off projects

The DCA plays an important role in facilitating discussion on issues and communicating the collective view of members to government and other stakeholders on issues that may impact on Dampier, community members or surrounds. To achieve this we foster strong relationships with stakeholders and local government, and ensure DCA representation on local community liaison boards and ad-hoc community meetings. We also facilitate community meetings and conduct online polls on significant issues.

Managing facilities on behalf of our community is another core function of the DCA. We manage three local community facilities - the Dampier Caravan Park (owned by Rio Tinto), the Dampier Community Hub and the Dampier Pavilion Kiosk (both owned by the City of Karratha). These premises are operated as social enterprises with all profits being put back into the community in the promotion of the objectives of the Association.

## **Capacity to Deliver**

The DCA has a long and proven history of successfully delivering community events and projects in Dampier. We have been presenting the Art Awards since 2010, the Markets and Movies since 2013, the Photography Awards since 2022, and introduced the Quill Quest in 2024. The DCA is wholly responsible for delivering these events, and with a volunteer committee of 14 and three staff (2.4 FTE) we believe this is both practicable and achievable. In 2022 we created a part time Projects Officer position at the DCA, to manage all our events, projects and initiatives. This has provided the freedom to make decisions, plan and execute events independently.

## **Events Demand and Impact**

Throughout 2013 the DCA undertook various community consultation activities to ascertain our community's wishes and priorities, resulting in the Dampier Community Plan 2014-2019. Further community consultation was undertaken during 2019 & 2020 and the Dampier Community Plan 2021-2025 was developed. This Plan guides the DCA's decision making regarding delivering and supporting both ongoing and new initiatives & projects. Each of our annual events align with many of our communities priorities outlined in the Dampier Community Plan 2021-2025, including:

- to support and provide community projects and events which encourage community engagement, connection and strong community spirit
- to provide our children, young people and seniors with access to services and opportunities that enhance their wellbeing and participation in society
- to develop our local economy and tourism opportunities that enable diverse opportunities for both residents and visitors



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Each of our major events has developed from a need in our community, often when a new idea was suggested by a passionate community member. The Dampier Art Awards made its debut in 2010 when a group of local artists wanted to showcase the talents within the town. In 2013 a local community member was keen to establish regular markets in Dampier, and also suggested outdoor movies. The Photography Awards were created in 2022 after community feedback and comments suggested a local photography show would be well received. And just last year, upon encouragement from our community we decided to trial a local writers competition. The DCA supported these new initiatives which have now grown, adapted and developed to become successful annual events.

### **Strategic Alignment**

These events also align with the City of Karratha's vision to transform Karratha into 'Australia's most liveable regional City' by helping meet the City's goal to create safe, healthy and liveable communities. These events support all four of the pillars of the City of Karratha's Community Plan, contributing to the City's mission to enhance our city's social, cultural, economic and environmental wellbeing. They align with the City's following Strategic Themes:

#### Theme 1 'Our Community: Inclusive and Engaged'

- 1.a Quality Community Facilities
  - by utilising City provided facilities at the Dampier Community Hub, Dampier Foreshore, Hampton Oval and Hampton Pavilion areas
- 1.b Improved Community Safety
  - by activating public spaces at the Dampier Community Hub and Dampier Foreshore areas
- 1.c Accessible Services
  - by providing free events at Dampier Community Hub and Hampton Oval which are accessible to people of all ages, stages, abilities and income
- 1.d Healthy Residents
  - by promoting our outdoor and indoor events that encourage people to be active and be involved in local opportunities, which improves the mental and physical health and wellbeing of our community members
- 1.f Connected Communities
  - by providing regular family friendly events which promotes community connection and engagement and fosters social interaction across the community
  - by employing new technologies to connect communities via the DCA website and social media platforms
  - by proactively engaging and consulting with the community on the Dampier Community Plan to enable DCA to provide activities, events and projects that our community prioritises

#### Theme 2 'Our Economy: Well Managed and Diversified'

- 2.d Role Clarity
  - by contributing to local business opportunities, development, growth, diversification and innovation via Markets events which promote and support local food vendors, home-based businesses, stall holders and community fundraising groups



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- by prioritising local procurement and supporting local businesses/contractors to provide the goods and services required

### Theme 3 'Our Natural and Built Environment: Thriving and Sustainable'

- 3.a Well Managed Natural Assets
  - by holding Markets and Movies events at Hampton Oval and enhancing opportunities to visit and make the most of our natural assets at Hampton Harbour
- 3.b Attractive Built Environment
  - by holding Markets and Movies events at Hampton Oval and encouraging the community to support the attractive built environment at the Dampier Foreshore
  - by holding events at the Dampier Community Hall & Hub foyer and encouraging the community to support the attractive built environment at the Dampier Community Hub
- 3.c Improved Resource Recovery and Waste Management
  - by promoting recycling events

### Theme 4 'Our Leadership: Proactive and Accountable'

- 4.b Continuous Improvement and Innovation:
  - by employing technology to enhance service delivery, through our website which provides event information and registration/entry portals, allowing more efficient use of staff administration time, and by utilising social media to advertise events to the broader community

### **Community Benefit**

The DCA's five major annual events benefit the wider community by:

- providing regular events, activities and entertainment not readily available locally
- encouraging social interaction, participation and connection across our community
- highlighting and celebrating our unique local diversity
- facilitating an inclusive and engaged community
- supporting the building of a stable and diverse community
- creating economic opportunity for small, home-based and mobile local businesses (Markets), for community groups and mobile food traders (Movies), and for artist and photographers through the sale of their work (Art & Photo Awards)
- engaging local community groups to raise their profile within the community (Markets & Movies)
- supporting young and emerging artists, photographers and writers to develop their skills, experience, knowledge and confidence
- increasing access to new audiences for our artist, photographers and writers
- engaging the local community in monitoring exhibitions (Art & Photo Awards)
- fostering a sense of place through activation of the local Dampier Foreshore facilities and Dampier Community Hub facilities
- showcasing Dampier as a place that effectively uses its public spaces, community knowledge and assets to host events that enhance the liveability, diversity and vibrancy of Dampier, thus increasing town pride



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- establishing Dampier, and the wider City of Karratha area, as a place that attracts and retains people

### Measuring Event Success

We will know that these events have been successful by the number of entries/stallholders who enter/register for these events and the number of works entered in our Awards events. Another measure of success is the number of patrons attending the events/exhibitions, demonstrated by guest attendance lists, tally of exhibition visitors and the number of visits to online event pages. For the Markets and Movies, attendance numbers will be estimated by DCA volunteers at each event, as there is no accurate way of determining these numbers because the events are free to attend (no ticket sales) and the venue is not fenced or gated (making it difficult to accurately count people attending).

Another way we can gauge the success of our events, is by attracting new, emerging, established and returning artists, photographers and writers to events, or by attracting and retaining food vendors, stall holders and community fundraising groups to events. This will demonstrate that our events are a popular and attractive opportunity for our local community.

We also intend to conduct surveys of entrants/stallholders/attendees post event, both to gauge the success of the events and to request feedback, ideas and suggestions to inform the planning of future events.

A good indication of the success of our events is shown when we are able to grow and develop our events as demand requires, whether by increasing categories of entry, or offering more opportunities at events. As an example, the Beachside Markets have evolved over the years and now have:

- an individual theme for each event – with DCA actively engaging with community groups fitting within that event's theme to encourage participation
- a targeted community organisation as the focus group for each event, assisting them to not only raise funds but raise their profile within the community
- introduced a Tiny Traders section at each morning Market event, supporting the next generation of entrepreneurs

Whilst the DCA does generate a small income from most of our annual events, via entry/event fees and sales, we do not judge their success via profitability. Generating an income is not the primary intention of these events – it is more important to the DCA to host successful grass roots events that brings our community together and celebrate the creativity, diversity and inclusivity of our region.

With the security of City funding and an established calendar of events, we hope to see attendance numbers of both participants and patrons continue to grow over the years.

### Acknowledgement of Funding

Should this request be successful, as an 'Event Partner', the City of Karratha would be permanently acknowledged on the DCA website as such, and also in the following ways:





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- individual event marketing, advertising and media material (not currently in circulation):
  - signage/posters/flyers at events
  - DCA website event pages updates and photos
  - DCA social media updates and photos, including various Facebook pages and Instagram
  - DCA communication tools such as community emails and community flyers
  - local media and editorial articles
- prominent logo and brand exposure to:
  - individual event patrons (Markets > 1500, Art & Photography Awards > 500, Movies > 150, Quill Quest > 100)
  - the broader City of Karratha area through newspaper advertising and additional publicity
  - the wider community via the Art & Photography 'Virtual Awards' on the DCA website
- invitation for representatives to attend Opening Night events (Art, Photography & Quill Quest)
- acknowledgment during MC announcement at Opening Night events

The City of Karratha's funding of these popular events will ensure that the DCA is able to continue to present them and offer free community exhibitions. Should this funding proposal be unsuccessful, or reduced funding be approved, we will seek alternative support and sponsorship for our event. Other ways to reduce event costs may be considered such as limiting the scope of our events, increasing revenue by raising entry/registration fees and introducing exhibition entry fees. If, after these measures are in place, the DCA is in a financial position to do so, we would endeavour to cover any funding shortfall as it is a priority to the DCA, and important to our community, that these annual events proceed as planned. However whatever event costs are covered by the DCA means less funds are then available to put towards other worthwhile initiatives, activities, events and projects in our community.

Further information on each events follows ...



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## Dampier Art Awards

### Event Details

Established in 2010, the Dampier Art Awards showcase the local artistic talent of our region. They are popular, successful and long running community event, encouraging casual, emerging and established artists of all ages and abilities to enter. Held at the Dampier Community Hub during April, the 2024 Art Awards attracted almost 100 entries by 80 local artists and more than 1900 visitors to the Exhibition, both in person and via our online 'Virtual Awards'.

Each year a theme is chosen for the Art Awards, endeavouring to inspire entrants - this year's theme is 'Form'. Entry is online and exclusive to City of Karratha residents. An invitation-only Opening Night event is held at the Community Hall, to recognise and celebrate the creative achievements of our local artists. The Main Exhibition is then open to the public for a two week period, followed by a Winners Exhibition in the Hub Foyer for further four weeks.

These Exhibitions are free to the public to attend, providing an opportunity for residents, families, schools, tourists and visitors to our region to connect and engage with their creative side. An online 'Virtual Awards' is also hosted on the Art Awards page of the DCA website, enabling people outside the region to connect with our local art, and broadening the reach of our local event.

Artists have eight different categories available to enter: Theme; Pilbara Landscape; Portrait; Abstract; Works on Paper; 3D Art/Sculpture; Indigenous Art; and Youth (14-18). Pending category sponsorship, we may be able to introduce a new category this year. A People's Choice Award is presented after the event, which is voted on by visitors to the Exhibition, either in person or virtually.

We aim to secure an artist from outside the region to be the judge, ensuring impartiality in judging. Whilst in Dampier they will also facilitate workshops in their area of expertise. This provides local artists with a unique opportunity to develop their skills, experience, knowledge and confidence. Holding these workshops at a reduced and affordable cost as part of the Art Awards enables the DCA to continue to support our local artistic community.

This event is solely managed and coordinated by the DCA, providing event management & administration. Aside from the costs in managing these events, there is also much volunteer labour involved in the process. The City of Karratha has been a major sponsor of the Dampier Art Awards since their inception. The DCA is requesting the City of Karratha's ongoing support of this project to ensure we can continue to present the Art Awards to our community. City funding will specifically cover the costs of advertising, catering, entertainment, graphic design, judging & workshops, photography and videography.

### Income and Other Funding

Although the Dampier Art Awards Exhibitions are free events for the community to attend, artists must pay a nominal fee to enter their work in the Awards, allowing the DCA to generate an income from this event which is put towards event costs, including the Theme category prize.

The DCA is responsible for project management costs as this event is managed in-house, with no



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external event management expenses contributing to lower overall project costs. Providing volunteer hours to assist with artwork delivery, exhibition curation, Opening Night event (including set up, Info Desk supervision and event pack down), and supervision of the Main Exhibition, also reduces event expenses. As we manage the Dampier Community Hub, the Hall and Hub Foyer venues are provided in-kind. Utilising our own equipment (high tables, covers & chairs, red carpet & bollards, festoon lights) to style the Opening Night event saves on equipment hire costs.

We seek additional sponsorship from local businesses/organisations who nominate an entry category to support, enabling all winning artists to receive a cash prize. These funds also contribute to general event costs such as: certificates, winners gifts, Opening Night bar staff, stock and liquor licence, styling items, and event branded promo items. We also seek funding for printing Exhibition Booklets, so they can be sold for an affordable price – these are a lovely memento of the event.

### **Project Management**

Managing the Art Awards is a massive undertaking which includes providing event management & administration tasks such as:

- determining overall event theme & design
- securing external judge & liaising re travel, accommodation, car hire, workshops, etc
- providing & updating event information online (via DCA website, FB and Instagram)
- maintaining and updating website and online registration platforms
- event advertising and promotion (via local media, DCA emails and social media)
- workshop advertising and promotion (as above)
- booking venue hire for workshops and exhibitions
- responding to all event and workshop enquiries
- collating all entries
- organising artwork delivery & collection
- curating both exhibitions
- designing & ordering exhibition booklet
- engaging and coordinating local contractors and suppliers
- creating a powerpoint presentation of all entrants, plus winners/HC for Opening Night
- managing the Opening Night event, including set up/pack down
- organising Main Exhibition supervision roster

We seek to engage local suppliers wherever possible:

- advertising is via local media and DCA's social media platforms
- Opening Night catering, entertainment, photographer and videographer are all via local businesses
- promo items and category winners prizes are sourced locally
- graphic design is via an ex-local home-based business





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## Art Awards Budget

| INCOME (excluding GST)   | Confirmed Yes/No | Amount             | Funding Source   |
|--|------------------|--------------------|------------------|
| Requested from the City of Karratha                              | No               | 21,500.00          | City of Karratha |
| Category sponsors (@ \$1,500ea x 7 )                             | No               | 10,500.00          | Various          |
| Event fees and sales ( <i>estimate</i> )                         | No               | 5,800.00           | DCA              |
| DCA in-kind contribution (\$11,097 est.)                         | Yes              | In-kind            | DCA              |
| <b>Total Income (excluding GST)</b>                              |                  | <b>\$37,800.00</b> |                  |
| EXPENDITURE ITEMS (excluding GST)                                |                  | Amount             | Funding Source   |
| Event management (\$2,670 est.)                                  |                  | In-kind            | DCA              |
| Volunteer hours (\$500 est.)                                     |                  | In-kind            | DCA              |
| Venue hire (\$7,509)   |                  | In-kind            | DCA              |
| Equipment hire (\$420)   |                  | In-kind            | DCA              |
| Judge accommodation  |                  | In-kind            | DCA/Rio (TBC)    |
| Winners cash prizes & gifts @ \$1,100ea x 7 (categories)         |                  | 7,700.00           | Sponsors (TBC)   |
| Extra event expenses (ie: styling items, promo items, bar costs) |                  | 2,800.00           | Sponsors (TBC)   |
| Advertising  |                  | 2,000.00           | City             |
| Catering   |                  | 8,000.00           | City             |
| Entertainment  |                  | 1,000.00           | City             |
| Exhibition booklet   |                  | 1,000.00           | City             |
| Graphic design   |                  | 1,500.00           | City             |
| Judge  |                  | 3,500.00           | City             |
| Judge air fares  |                  | 898.18             | City             |
| Photography  |                  | 1,200.00           | City             |
| Videography  |                  | 2,500.00           | City             |
| <b>Total Expenditure (excluding GST)</b>                         |                  | <b>\$32,098.18</b> |                  |



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## Dampier Beachside Markets

### Event Details

Introduced in 2013, the Dampier Beachside Markets provide an opportunity for small, home-based and mobile local businesses to sell their products and raise their profile in the community, whilst creating a space for people to connect and engage with each other. Held on Hampton Oval overlooking picturesque Hampton Harbour, these free family friendly events have proved popular with both City of Karratha residents and visitors to the region and are a widely anticipated fixture on the annual community calendar of events.

Six Market events are planned each year, to be held between April and December. There are three Sunday morning events (April, May & June) and three Twilight Saturday evening events (October, November & December). These dates have been specifically chosen, based on existing external local events: August (annual FeNaCING Festival), & September (Father's Day Car Bike & 4WD Show on Hampton Oval); and past experience which has shown that it is not feasible to host events between January and March due to extreme heat.

The Beachside Markets are solely planned, managed and coordinated by the DCA. Aside from the substantial costs in managing these events, there is also a great deal of volunteer labour involved to ensure their success. The DCA is requesting the City of Karratha's ongoing support of this project to ensure we can continue to provide the Markets as free community events. City funding will specifically cover the costs of advertising, event set up/pack down, entertainment and activities (live music, yoga, face painting, Bouncy castle & rides), graphic design, lighting towers (for the Twilight events only), venue hire and waste management.

### Income and Other Funding

Although the Beachside Markets are free events for the community to attend, food vendors and stall holders pay a nominal registration fee, allowing the DCA to generate an income from these events. However it is free to register as a community group, with unlimited community stalls available at each event, enabling the DCA to support our local clubs, groups and organisations.

The DCA is responsible for project management costs as these events are managed in-house, with no external event management expenses contributing to lower overall project costs. Providing volunteer hours assisting at these events, including event bump in/bump out, lighting towers set up/pack down (Twilight events only) and DCA stall roster, also reduces event expenses.

### Project Management

Managing the Markets is a massive undertaking which includes providing event management & administration tasks such as:

- determining overall event theme & individual event themes
- event advertising and promotion (via local media and DCA emails and social media)
- booking venue hire
- responding to all event enquiries, stallholder/vendor communications
- engaging and coordinating local contractors and suppliers



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- actively seeking food vendors, stall holders and community groups to attend
- engaging with local NFP organisations to be the Focus Community Group at each event
- providing & updating event information online (via DCA website, FB and Instagram)
- maintaining and updating online registration platforms (via DCA website and Wufoo)
- creating event layout plan and physically marking this out prior to each event
- managing the events on the day including event bump in/out and event pack down
- providing a DCA stall at events, for information & emergency requirements

We seek to engage local suppliers wherever possible:

- venue hire is via the City of Karratha
- activities, entertainment, equipment, supplies and waste management are sourced from local businesses, with event set up and pack down is via donation to the local school P&C
- advertising is via local media and DCA's social media platforms
- graphic design is via an ex-local home-based business

## Markets Budget

| INCOME (excluding GST)                           | Confirmed Yes/No | Amount             | Funding Source   |
|--|------------------|--------------------|------------------|
| Requested from the City of Karratha              | No               | 32,000.00          | City of Karratha |
| Stall holder fees ( <i>estimate</i> )            | No               | 9,800.00           | DCA              |
| DCA in-kind contribution (\$11,130 <i>est.</i> ) | Yes              | In-kind            | DCA              |
| <b>Total Income (excluding GST)</b>              |                  | <b>\$41,800.00</b> |                  |
| EXPENDITURE ITEMS (excluding GST)                |                  | Amount             | Funding Source   |
| Event management (\$7,530 <i>est.</i> )          |                  | In-kind            | DCA              |
| Volunteer hours (\$3,600 <i>est.</i> )           |                  | In-kind            | DCA              |
| Advertising                                      |                  | 2,400.00           | City             |
| Activities – face painting                       |                  | 1,200.00           | City             |
| Activities – rides                               |                  | 4,918.18           | City             |
| Activities – yoga                                |                  | 600.00             | City             |
| Entertainment – musician                         |                  | 2,970.00           | City             |
| Event set up/pack down                           |                  | 5,250.00           | City             |
| Graphic design                                   |                  | 750.00             | City             |
| Lighting towers                                  |                  | 9,829.09           | City             |
| Venue hire                                       |                  | 610.90             | City             |
| Waste Management ( <i>est. – pending quote</i> ) |                  | 4,500.00           | City             |
| <b>Total Expenditure (excluding GST)</b>         |                  | <b>\$32,028.18</b> |                  |



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## Dampier Photography Awards

### Event Details

Introduced in 2022, the Dampier Photography Awards celebrates the diversity and creativity of local photographers. Now in its fourth year, this has become another popular and successful annual DCA community event, encouraging casual, emerging and established photographers of all ages and abilities to enter. Held at the Dampier Community Hall during September, the 2024 Photo Awards attracted over 70 entries by 50 local photographers and more than 1600 visitors to the Exhibition, both in person and via our online 'Virtual Awards'.

Each year a theme is chosen for the Art Awards and continued on with the Photography Awards. Endeavouring to inspire entrants - this year's theme is 'Form'. Entry is online and exclusive to City of Karratha residents. An Opening Night event is held, with photographers, guests and sponsors invited to celebrate and recognise the creative achievements of our community. This Main Exhibition at the Community Hall is then open to the public for up to two weeks, followed by a four week Winners Exhibition at the Dampier Hub Foyer.

These Exhibitions are free to the public to attend, providing an opportunity for residents, families, schools, tourists and visitors to our region to connect and engage with their creative side. An online 'Virtual Awards' is also hosted on the Photo Awards page of the DCA website, enabling people outside the region to connect with our local photographs, and broadening the reach of our local event.

Photographers have five different categories available to enter: Theme; A Bloody Good Shot (Open); A Bird's Eye View (Drone); A Monochrome Moment (Black and White); and Youth (14-18). Pending category sponsorship, we also hope to introduce other categories as this event grows. A People's Choice Award is presented after the event, which is voted on by visitors to the Exhibition, either in person or virtually.

We aim to secure a photographer from outside the region to be the judge, ensuring impartiality in judging. Whilst in Dampier they will also facilitate workshops in their area of expertise. This provides local photographers with a unique opportunity to develop their skills, experience, knowledge and confidence. Holding these workshops at a reduced and affordable cost as part of the Photography Awards enables the DCA to continue to support our local creative community.

This event is solely managed and coordinated by the DCA, providing event management & administration. Aside from the costs in managing these events, there is also much volunteer labour involved in the process. The DCA is requesting the City of Karratha's ongoing support of this project to ensure we can continue to present the Photography Awards to our community. City funding will specifically cover the costs of advertising, catering, entertainment, graphic design, judging & workshops, photography and videography.

### Income and Other Funding

Although the Dampier Photography Awards Exhibitions are free events for the community to attend, photographers must pay a nominal fee to enter their work in the Awards, allowing the



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DCA to generate an income from this event which is put towards event costs, including the Theme category prize.

The DCA is responsible for project management costs as this event is managed in-house, with no external event management expenses contributing to lower overall project costs. Providing volunteer hours to assist with photo delivery, exhibition curation, Opening Night event (including set up, Info Desk supervision and event pack down), and supervision of the Main Exhibition, also reduces event expenses. As we manage the Dampier Community Hub, the Hall and Hub Foyer venues are provided in-kind. Utilising our own equipment (high tables, covers & chairs, red carpet & bollards, festoon lights) to style the Opening Night event saves on equipment hire costs.

We seek additional sponsorship from local businesses/organisations who nominate an entry category to support, enabling all winning photographers to receive a cash prize. These funds also contribute to general event costs such as: certificates, winners gifts, Opening Night bar staff, stock and liquor licence, styling items, and event branded promo items. We also seek funding for printing Exhibition Booklets, so they can be sold for an affordable price – these are a lovely memento of the event. Over the past few years Rio Tinto has provided in-kind accommodation for our judge, although this has not been confirmed for this year's event.

### **Project Management**

Managing the Photography Awards is a massive undertaking which includes providing event management & administration tasks such as:

- determining overall event theme & design
- securing external judge & liaising re travel, accommodation, car hire, workshops, etc
- providing & updating event information online (via DCA website, FB and Instagram)
- maintaining and updating website and online registration platforms
- event advertising and promotion (via local media, DCA emails and social media)
- workshop advertising and promotion (as above)
- booking venue hire for workshops and exhibitions
- responding to all event and workshop enquiries
- collating all entries
- organising photo delivery & collection
- curating both exhibitions
- designing & ordering exhibition booklets
- engaging and coordinating local contractors and suppliers
- creating a powerpoint presentation of all entrants, plus winners/HC for Opening Night
- managing the Opening Night event, including set up/pack down
- organising Main Exhibition supervision roster

We seek to engage local suppliers wherever possible:

- advertising is via local media and DCA's social media platforms
- Opening Night catering, entertainment, photographer and videographer are all via local businesses





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- promo items and category winners prizes are sourced locally
- graphic design is via an ex-local home-based business

## Photo Awards Budget

| INCOME (excluding GST)   | Confirmed Yes/No | Amount             | Funding Source   |
|--|------------------|--------------------|------------------|
| Requested from the City of Karratha                              | No               | 21,500.00          | City of Karratha |
| Category sponsors (@ \$1,500ea x 4 )                             | No               | 6,000.00           | Various          |
| Event fees and sales ( <i>estimate</i> )                         | No               | 3,600.00           | DCA              |
| DCA in-kind contribution (\$11,097 est.)                         | Yes              | In-kind            | DCA              |
| <b>Total Income (excluding GST)</b>                              |                  | <b>\$31,100.00</b> |                  |
| EXPENDITURE ITEMS (excluding GST)                                |                  | Amount             | Funding Source   |
| Event management (\$2,670 est.)                                  |                  | In-kind            | DCA              |
| Volunteer hours (\$500 est.)                                     |                  | In-kind            | DCA              |
| Venue hire (\$7,509)   |                  | In-kind            | DCA              |
| Equipment hire (\$420)   |                  | In-kind            | DCA              |
| Judge accommodation  |                  | In-kind            | DCA/ Rio (TBC)   |
| Winners cash prizes & gifts @ \$1,100ea x 4 (categories)         |                  | 4,400.00           | Sponsors (TBC)   |
| Extra event expenses (ie: styling items, promo items, bar costs) |                  | 1,600.00           | Sponsors (TBC)   |
| Advertising  |                  | 2,000.00           | City             |
| Catering   |                  | 8,000.00           | City             |
| Entertainment  |                  | 1,000.00           | City             |
| Exhibition booklet   |                  | 1,000.00           | City             |
| Graphic design   |                  | 1,500.00           | City             |
| Judge (based on 2024 event)                                      |                  | 3,500.00           | City             |
| Judge air fares  |                  | 898.18             | City             |
| Photography  |                  | 1,200.00           | City             |
| Videography  |                  | 2,500.00           | City             |
| <b>Total Expenditure (excluding GST)</b>                         |                  | <b>\$27,598.18</b> |                  |



# Dampier Community Association City of Karratha Partnership Proposal for Annual Events

## Dampier Sunset Movies

### Event Details

Introduced in 2013, the Dampier the Dampier Sunset Movies are held on Hampton Oval, showing six family friendly movies per year on the permanent screen located there. These free outdoor community events are a regular fixture on the annual community calendar, providing an opportunity for community members, families and visitors to come together. At each event, food vendors, or local fundraising community groups, are actively encouraged to attend, providing an alternative meal option for movie goers. We also offer bean bags for hire, with all money raised going to the fundraising group in attendance, or the next Dampier Beachside Market's focus community group.

The Sunset movies are solely planned, managed, coordinated and promoted by the DCA. They now include a VIP Movie seating area, which is cordoned off and set up with rugs, chairs, cushions, drinks and snacks. This initiative was a way to recognise and reward volunteer efforts within Dampier. The community is asked to nominate a local person or family who embody the true spirit of Dampier through their volunteering, with the lucky winner able to sit back, relax and enjoy an evening under the stars.

The DCA is requesting the City of Karratha's ongoing support of this project to ensure we can continue to provide the Movies as free community events. City funding will specifically cover the costs of advertising, AV production, graphic design, screening licence and venue hire.

### Income and Other Funding

As the Sunset Movies are free events for the community to attend, we do not generate an income from them. However, as the DCA is responsible for project management these events there are no external event management fees which contributes to lower overall project costs. Providing volunteer hours assisting at these events, including VIP area set up/pack down and managing bean bag hire, also reduces event expenses.

Although there are no other event funders or sponsors, SOAK in Dampier recently approached us to support this event and now provide a Fish & Chip dinner to the winners of the VIP area at each event. This then lowers our costs for providing this VIP area.

### Project Management

Managing the Movies includes providing event management & administration tasks such as:

- determining overall event theme/design
- event advertising and promotion (via local media and DCA emails and social media)
- booking venue hire
- responding to all event enquiries
- engaging and coordinating local contractors and suppliers
- actively seeking food vendors and fundraising community groups to attend
- providing & updating event information online (via DCA website, FB and Instagram)
- managing the events on the day including event set up/pack down and bean bag hire



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We seek to engage local suppliers wherever possible:

- venue hire is via the City of Karratha
- AV production is sourced from a local business
- advertising is via local media and DCA's social media platforms
- graphic design is via an ex-local home-based business
- screening licences are only available via a Perth based business

### Sunset Movies Budget

| <b>INCOME (excluding GST)</b>            | <b>Confirmed Yes/No</b> | <b>Amount</b>      | <b>Funding Source</b> |
|--|-------------------------|--------------------|-----------------------|
| Requested from the City of Karratha      | No                      | \$10,500.00        | City of Karratha      |
| DCA contribution                         | Yes                     | 481.82             | DCA                   |
| DCA in-kind contribution (\$2,430 est.)  | Yes                     | In-kind            | DCA                   |
| VIP area meals                           | Yes                     | In-kind            | SOAK                  |
| <b>Total Income (excluding GST)</b>      |                         | <b>\$11,061.82</b> |                       |
| <b>EXPENDITURE ITEMS (excluding GST)</b> |                         | <b>Amount</b>      | <b>Funding Source</b> |
| Event management (\$1,680 est.)          |                         | In-kind            | DCA                   |
| Volunteer hours (\$750 est.)             |                         | In-kind            | DCA                   |
| Movie DVD purchase                       |                         | 120.00             | DCA                   |
| VIP area catering                        |                         | 360.00             | DCA                   |
| Advertising                              |                         | 2,400.00           | City                  |
| AV production                            |                         | 4,800.00           | City                  |
| Graphic design                           |                         | 600.00             | City                  |
| Screening licence                        |                         | 2,400.00           | City                  |
| Venue hire                               |                         | 381.82             | City                  |
| <b>Total Expenditure (excluding GST)</b> |                         | <b>\$11,061.82</b> |                       |



# Dampier Community Association City of Karratha Partnership Proposal for Annual Events

## Dampier Quill Quest

### Event Details

Introduced in 2024, the Dampier Quill Quest celebrates the diversity and creativity of local writers. The success of this inaugural event inspired the DCA to commit to presenting this competition annually. The Quill Quest is a journey through words, designed to encourage casual, emerging and established writers of all ages and abilities to enter. Held at the Dampier Community Hub during August, the 2024 Quill Quest attracted 20 entries from 12 local residents, with the wider community able to view the pieces on display at the Hub Foyer.

Entry to this competition is exclusive to City of Karratha residents. An invitation-only Presentation Night event is held at the Dampier Library, where writers, guests and sponsors come together to recognise and celebrate the creative achievements of our local authors. An exhibition is then open to the public for up to four weeks at the Dampier Community Hub Foyer. This exhibition is free to the public to attend, providing an opportunity for residents and visitors to our region to connect and engage with their creative side.

Writers have two different categories available to enter: Poetry; and Short Story, with an Adults section and a Youth section (14-18 years). Moving forward with this event we aim to secure category sponsors and hope to introduce other categories as the event grows. We would also like to create an event page on the DCA website, which would include information, an online entry portal and a 'Virtual Quest' with the ability to vote for a People's Choice Award, as per the Art and Photography Awards. This would enable people outside the region to connect with our local writers, and broadening the reach of our local event.

Whilst we sourced a judge locally for the inaugural event, we aim to secure a judge from outside the region for future events to ensure impartiality in judging. Whilst in Dampier they will also facilitate workshops in their area of expertise. This will provide local writers with a unique opportunity to develop their skills, experience, knowledge and confidence. Holding these workshops at a reduced and affordable cost as part of the Quill Quest enables the DCA to continue to support our local creative community.

This event is solely managed and coordinated by the DCA, providing event management & administration. Aside from the costs in managing these events, there is also a good deal of volunteer labour involved in the process. The DCA is requesting the City of Karratha's support of this project to ensure we can continue to present the Dampier Quill Quest to our community. City funding will specifically cover the costs of advertising, catering, entertainment, graphic design, judging & workshops, and event photography.

### Income and Other Funding

Although the Dampier Quill Quest Exhibition is free for the community to attend, writers must pay a nominal fee to enter their work in the Quest, allowing the DCA to generate an income from this event which is put towards event costs.

The DCA is responsible for project management costs as this event is managed in-house, with no external event management expenses contributing to lower overall project costs. Providing



## Dampier Community Association City of Karratha Partnership Proposal for Annual Events

volunteer hours to assist with exhibition curation and Presentation Night event (including set up and pack down) reduces event expenses. Utilising our own equipment (high tables, covers & chairs, red carpet & bollards, etc) to style the Presentation Night event saves on equipment hire costs. The City of Karratha generously provided the Dampier Library in-kind for our inaugural event.

We aim to seek additional sponsorship from local businesses/organisations who nominate an entry category to support, enabling all winning writers to receive a cash prize. These funds also contribute to general event costs such as: certificates, winners gifts, promo materials and event styling items. We also aim to seek funding for printing Exhibition Booklets, to enable them to be sold for an affordable price – as these are a lovely memento of the event. Over the past few years Rio Tinto has provided in-kind accommodation for visiting judges for our Art and Photo Awards, although this has not been confirmed for this year's event.

### **Project Management**

Managing the Quill Quest includes providing event management & administration tasks such as:

- determining overall event theme & design
- securing external judge & liaising re travel, accommodation, car hire, workshops, etc
- providing & updating event information online (via DCA website, FB and Instagram)
- maintaining and updating website and online registration platforms (TBC)
- event advertising and promotion (via local media, DCA emails and social media)
- workshop advertising and promotion (as above)
- booking venue hire for workshops and exhibitions
- responding to all event and workshop enquiries
- collating all entries
- curating exhibition
- designing & ordering exhibition booklets
- engaging and coordinating local contractors and suppliers
- managing the Presentation Night event, including set up/pack down

We seek to engage local suppliers wherever possible:

- advertising is via local media and DCA's social media platforms
- Opening Night catering, entertainment and photographer are via local businesses
- promo items and category winners prizes are sourced locally
- graphic design is via an ex-local home-based business





# Dampier Community Association City of Karratha Partnership Proposal for Annual Events

## Quill Quest Budget

| INCOME (excluding GST)                                    | Confirmed Yes/No | Amount             | Funding Source   |
|---|------------------|--------------------|------------------|
| Requested from the City of Karratha                       | No               | 16,000.00          | City of Karratha |
| Category sponsors (@ \$1,500ea x 4 )                      | No               | 6,000.00           | Various          |
| Event fees and sales ( <i>estimate</i> )                  | No               | 1,200.00           | DCA              |
| DCA in-kind contribution (\$2,390 est.)                   | Yes              | In-kind            | DCA              |
| <b>Total Income (excluding GST)</b>                       |                  | <b>\$23,200.00</b> |                  |
| EXPENDITURE ITEMS (excluding GST)                         |                  | Amount             | Funding Source   |
| Event management (\$1,470 est.)                           |                  | In-kind            | DCA              |
| Volunteer hours (\$300 est.)                              |                  | In-kind            | DCA              |
| Equipment hire (\$420)                                    |                  | In-kind            | DCA              |
| Venue hire – Hub Foyer (\$200)                            |                  | In-kind            | DCA              |
| Venue hire – Dampier Library                              |                  | In-kind            | City (TBC)       |
| Judge accommodation                                       |                  | In-kind            | DCA/ Rio (TBC)   |
| Winners cash prizes & gifts @ \$1,100ea x 4 (categories)  |                  | 4,400.00           | Sponsors (TBC)   |
| Extra event expenses (ie: promo materials, styling items) |                  | 1,600.00           | Sponsors (TBC)   |
| Advertising   |                  | 2,000.00           | City             |
| Catering  |                  | 5,000.00           | City             |
| Entertainment   |                  | 1,000.00           | City             |
| Exhibition booklet  |                  | 1,000.00           | City             |
| Graphic design  |                  | 1,500.00           | City             |
| Judge (based on 2024 Art awards costs)                    |                  | 3,500.00           | City             |
| Judge air fares   |                  | 898.18             | City             |
| Photography   |                  | 1,200.00           | City             |
| <b>Total Expenditure (excluding GST)</b>                  |                  | <b>\$22,098.18</b> |                  |