**THE ART OF AGEING 2021
DIGITAL EXHIBITION**

Guidelines and application for digital exhibition
during NSW Seniors Festival 2021

The NSW Government Department of Communities and Justice (DCJ) is seeking expressions of interest from libraries, councils and clubs in NSW to screen the current Art of Ageing digital exhibition during NSW Seniors Festival 2021. **NSW Seniors Festival will run from 13 to 24 April 2021**.

The Art of Ageing was an initiative under the NSW Ageing Strategy 2016-2020 and continues under Ageing Well in NSW: Seniors Strategy 2021-2031. It celebrates the rich and diverse lives of older people living in NSW. Screening the digital exhibition is an effective way to challenge negative perceptions of ageing and older people.

The exhibition comprises 24 images taken by regional photographers. Each photograph is accompanied by a short story highlighting the subject’s experiences and reflections on ageing. The photographs, stories and tour schedule can be found at

[www.facs.nsw.gov.au/inclusion/seniors/overview/chapters/what-we-are-doing-under-the-strategy/art-exhibition](https://www.facs.nsw.gov.au/inclusion/seniors/overview/chapters/what-we-are-doing-under-the-strategy/art-exhibition)

**The opportunity: screen the Art of Ageing exhibition in your facilities during NSW Seniors Festival 2021**

The physical exhibition currently on tour comprises of 24 images and text panels. The response to the exhibition has been overwhelmingly positive. The opportunity now exists to screen the current exhibition in a digital format. The exhibition can be viewed at

[www.facs.nsw.gov.au/inclusion/seniors/overview/chapters/what-we-are-doing-under-the-strategy/art-exhibition](https://www.facs.nsw.gov.au/inclusion/seniors/overview/chapters/what-we-are-doing-under-the-strategy/art-exhibition)

The digital format is a wonderful complement to local Seniors Festival activities. The exhibition can be configured for either one, two or three screen format.

DCJ is offering the digital exhibition free of charge for organisations to screen during NSW Seniors Festival 2021. Organisations will need the requisite projection capacity to participate. Files will be sent in Powerpoint format suitable for editing for screening. Individual images, logos, and accompanying text can also be sent according to the requirements of the organisation.

**Exhibition package**

The exhibition package is available free of charge and includes:

1. Digital files comprising of the Art of Ageing exhibition configured to suit either a one, two or three screen format.
2. Promotional support through a shell media release, editable print-ready posters, and through Seniors Card communications.

**What is the process?**

**Applications**

Sign and return a completed application form to Angelli Meza, Project Officer, Department of Communities and Justice at ageing@dcj.nsw.gov.au by **12 March 2021**.

Please state each facility and indicate the screen format and orientation of display screens required. If you are applying on behalf of a library network, please provide this information for each library that you plan to display the exhibition.

On receipt of the form below, your application will be acknowledged and the digital package will be emailed.

**Who do I contact?**

For further information, please contact:

Angelli Meza

Project Officer

Department of Communities and Justice

E: ageing@dcj.nsw.gov.au

**Application**

I am applying on behalf of a *(Please tick one)*:

Library network/Library 🞏 Local Council 🞏 Club 🞏

Name of Organisation or Library/Network: ……...…………………………………………

Contact Name: …………………………………………………………………………………

Contact Phone: ………………………………………………………………………………...

Contact Email: ………………………………………………………………………………….

Email to receive the digital exhibition (if different to above):

……………………………………………………………………………………………………

**Please note:** If you intend to screen the exhibition at multiple venues, please enter the details of each below.

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library Name: ………………………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

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Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

Library or Facility Name: ..…………………………………………………………………....

Street Address: ………………………………………………………………………………..

Format *(Please tick one)*: Single screen 🞏 Two screen 🞏 Three screen 🞏

Orientation *(Please tick one)*: Portrait 🞏 Landscape 🞏

**Declaration**

I agree to the terms and conditions outlined below.

Name of Exhibitor: ………………………………………………………………………………

Signature: …………………………………………..…… Date: ……………………………….

**Terms and Conditions**

Organisations screening the exhibition must:

* plan to hold the digital exhibition in NSW during Seniors Week 2021
* provide a key point of contact for the Department of Communities and Justice
* report to the Department of Communities and Justice on the publicity and any feedback received if requested
* agree to use the images solely for the use of screening the Art of Ageing exhibition and for publicity for the exhibition.

**Public Liability Insurance**

Your organisation must be covered by Public Liability Insurance. If your organisation is not covered, you will need to approach another organisation to sponsor your application so that you will be covered under their Public Liability Insurance (such as your local council).

The Department of Communities and Justice requires a minimum of $20 million public liability insurance.

**Privacy Policy**

The NSW Government will collect and store the information you voluntarily provide to enable implementation of this program. Any information provided by you will be stored on a database that will only be accessed by authorised personnel and is subject to privacy restrictions. The information will only be used for the purpose for which it was collected.

The NSW Government is required to comply with the *Privacy and Personal Information Protection Act 1998*. The NSW Government collects the minimum personal information to enable it to contact an organisation and to assess the merits of an application.

Applicants must ensure that people whose personal details are supplied with applications are aware that the NSW Government is being supplied with this information and how this information will be used.

**Disclosure of Project Information**

Should your application be successful, the NSW Government may wish to provide certain information to the media and Members of Parliament for promotional purposes. This information will include your organisation and project name, project description, electorate, town, and the grant amount.

**Government Information (Public Access) Act 2009**

Information received in applications and in respect of applications is treated as confidential. However, documents in the possession of the Government are subject to the provisions of the *Government Information (Public Access) Act 2009*. Under some circumstances a copy of the application form and other material supplied by the applicant may be released, subject to the deletion of exempt material, in response to a request made in accordance with the Act.