

# Creative Grant Application Form Tier 1

## Form Preview

## Introduction and instructions

### Introduction

Welcome to the application form for North Sydney Council's Creative Grant.

North Sydney Council's Creative Grants Program offers funding to local artists, creative practitioners, groups of artists or arts organisations. Funding may support activities or projects that deliver:

- Production and presentation of new creative work
- Opportunities for communities and audiences to participate in arts and cultural activities including arts and cultural exhibitions, performances, events, programs, and collaborations
- Professional arts development and skill building for local arts practitioners across all arts disciplines
- Strengthened capacity and sustainability for the North Sydney region's creative industries.

### **FUNDING AVAILABLE**

In 2025 Creative Grants program has been expanded to include two grant categories.

*Applicants can only apply for one grant in this round.*

#### **Tier 1 : Creative Grants (Professional development)**

- grants of up to \$2,500 each are available for emerging, mid career, established arts practitioners who live or work in the North Sydney Local Government Area
- for professional development activities that will advance the applicant's practice

Support is available across a range of arts disciplines.

The professional development activity must be completed between 1 September 2025 and 30 September 2026.

#### **Tier 2 : Creative Grants (Projects)**

- grants of up to \$5,000 each are available to individual arts practitioners, groups or organisations
- for the production and presentation of creative projects that benefit the North Sydney Community

Support is available across a range of arts disciplines.

The creative project must be completed between 1 September 2025 and 30 September 2026.

Council may provide fee waivers for hire of Council facilities to undertake projects that receive grant funding. Please contact an Arts & Culture Officer before submitting your application to discuss Council venue suitability.

### **APPLICATION SUPPORT**

Applicants are encouraged to discuss their proposal with a Council officer and appointments can be made.

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### FUNDING AGREEMENTS

Successful applicants will be offered a funding agreement confirming the conditions of the grant.

The funding agreement will include:

- A brief description of the project for which funding is being provided
- The amount of cash funding to be received
- Performance measures for each project
- The deadline for final submission of the acquittal report.

Please read the [Community Grants and Subsidies Policy](#) for further information.

Note that the supporting documents, budget requirements and venue requests are listed towards the end of the application form so please familiarise yourself before beginning.

## Instructions

\* indicates a required field

Applicants: please note

Before completing this application form, you should have read the [Community Grants and Subsidies Policy](#)

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It is important that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact **Community Capacity Officer at 02 9936 8355**

If you do contact us throughout the application process, please quote the application number below.

### Application Number

This field is read only.

## Confirmation of Eligibility

**Before proceeding, please check that you fit into the eligibility criteria:**

- **Category one : Creative Grants (Professional development)**

This category is open to individual art practitioners who live or work in the North Sydney Local Government Area.

- **Category two : Creative Grants (Projects)**

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This category is open to individual art practitioners, arts groups collectives or organisations from the Greater Sydney Region, however the creative project must show a tangible benefit to the North Sydney community.

- **Ineligible applicants include:**

Schools State or local government organisations Political parties or political activities Applicants that have outstanding acquittals for previous grants from North Sydney Council Current employees of North Sydney Council Applicants employed by North Sydney Council within the last 6 months

### **General applicant and funding exclusions:**

- Activities that have already occurred (no retrospective funding)
- Recovery of costs of items and materials already purchased
- Projects already funded by North Sydney Council's Grants Programs
- Fundraising, awards, competitions or prize money
- Infrastructure projects that require development consent
- Capital works, maintenance or improvements
- Multiple applicants submitting applications for the same project
- Day to day office supplies, insurance, rent, utilities or ongoing wages unrelated to the project or activity
- Funding for normal operation of regular activations such as gatherings, markets, or sport

**You must confirm that all statements above are true and correct. \***

Yes

## Contact Details

\* indicates a required field

## Privacy Statement

North Sydney Council is collecting your personal information for the purposes of processing an application. The supply of personal information is entirely voluntary. If you select not to provide or do not wish to provide your personal information, Council may not be able to process your application or act on or acknowledge your submission. North Sydney Council shall be regarded as the agency that holds your personal information and access to your personal information by interested parties, may be released in line with Council policies. You have a right to access your personal information held by Council. You also have a right to have your personal information corrected or amended by Council. Applications by members of the public to view Council's records which are not in the public arena are subject to the provisions of *Privacy and Personal Information Protection Act 1998*, *Government Information (Public Access) Act 2009* and *North Sydney Council's Privacy Management Plan*.

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### Application Conditions

Yes

I have read and understood the Privacy Statement. By ticking this box, I acknowledge New South Wales State Laws will accept this communication as containing my signature within the meaning of the Electronic Transactions (NSW) Act 2000.

### Applicant Details

#### Applicant Name \*

Organisation Name

Make sure you provide the same name that is listed in official documentation.

#### Applicant primary address

Address

  

#### Applicant primary phone number \*

Must be an Australian phone number.

#### Applicant email address \*

Must be an email address.

#### Applicant website

Must be a URL.

#### Do you identify as a person with disability?

NSW Disability Inclusion Act 2014 defines disability as "A long-term physical, mental, intellectual or sensory impairment, that in interaction with various barriers, may hinder [a] person's full and effective participation in society on an equal basis with others."

#### Do you identify as a person from a culturally and linguistically diverse background?

Diversity Council Australia defines cultural diversity as: "Having a mix of people from different cultural backgrounds - it can include differences in cultural/ethnic identity (how we identify ourselves and how others identify us), language, country of birth, religion, heritage/ancestry, national origin, and/or race, colour...CALD people see themselves (or their parents) or are seen by others as being from a non-English speaking background, and/or being from a non-Anglo-Celtic cultural background."

### Organisation Details

\* indicates a required field

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**Does you have an ABN? \***

Yes

No

**Applicant ABN \***

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                                  | <a href="#">More information</a> |
| ACNC Registration                                 |                                  |
| Tax Concessions                                   |                                  |
| Main business location                            |                                  |

## About your project

\* indicates a required field

**Project title \***

Word count:

Must be no more than 10 words.

Provide a name for your project/program/initiative. Your title should be short but descriptive

**Anticipated start date \***

Must be a date not earlier than 01/09/2025

**Anticipated end date \***

Must be a date before 30/09/2026

## The location of your project

**Where specifically is your project or event taking place? \***

E.g. ACME Art Gallery, address, street, suburb or proposed Council venue

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**Do you have a confirmed venue?**

### Vision & Purpose

**Provide a clear description of the professional development activity you plan to undertake \***

Word count:  
(Max 150 words)

**What will be the outcomes? \***

In your answer outline what you are doing and, where possible, what the “end result” will look like (eg presentation or performance of work, recording, creative development, professional development)  
(Max 300 words)

### Benefit and Impact

**How and why will this activity contribute to your career progression, or artistic development?**

(Max 300 words)

**How does the activity benefit the North Sydney community and/or audiences, or contribute to artists and creative industries in the North Sydney region?**

Describe three things you want the project to achieve in terms of benefits for participants and/or others (300 words recommended)

**Tell us about your previous experience delivering similar projects or activities**

300 words recommended

**Does this initiative have community support, collaborators or project partners? \***

Yes  No  Don't know  Not Applicable

Evidence of community support or collaborators is generally highly regarded as projects with community buy-in tend to be more successful.

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**Provide details of project collaborators or partners (if any), and whether their involvement is confirmed \***

300 words recommended

**Please upload letters of support (if available/relevant)**

Attach a file:

A maximum of 5 files can be attached

**Please attach any supporting documents, including your CV, images or examples of past work**

Attach a file:

Just one PDF file maximum 5 pages

**If you have a website, please provide the link**

## Project Budget

\* indicates a required field

**What is the total cash amount (ex GST) requested from North Sydney Council? \***

\$

Must be a dollar amount and no more than 2500.  
What is the total financial support you are requesting in this application?

**Total Project/Program Cost \***

\$

What is the total budgeted cost (dollars) of your project?

## Budget (GST exclusive)

Please outline your project budget in the income and expenditure tables below, including details of other funding that you have applied for, whether it has been confirmed or not. All amounts should be GST exclusive.

Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns, Examples of income could include 'council grant', 'company X sponsorship'. Examples of expenses could include Artist fees, Venue hire, Development fees, additional marketing '

Use the 'Notes' column for any additional information you think we should be aware of.

Your budget **MUST** balance (TOTAL INCOME AMOUNT = TOTAL EXPENDITURE AMOUNT). Please **do not add commas** to figures - e.g. type \$1000 not \$1,000 - this will ensure your figures for each table total correctly.

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| Income Description | Income Type | Confirmed Funding? | Income Amount | Notes |
|--------------------|-------------|--------------------|---------------|-------|
|                    |             |                    | \$            |       |
|                    |             |                    | \$            |       |
|                    |             |                    | \$            |       |

| Expenditure Description | Expenditure Type | Expenditure Amount | Notes |
|-------------------------|------------------|--------------------|-------|
|                         |                  | \$                 |       |
|                         |                  | \$                 |       |
|                         |                  | \$                 |       |

### Budget Totals

**Total Income Amount**

\$

This number/amount is calculated.

**Total Expenditure Amount**

\$

This number/amount is calculated.

**Income - Expenditure**

This number/amount is calculated.

### Please attach quotes for those expenditure (cost)

Attach a file:

## Certification and Feedback

\* indicates a required field

### Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

**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 letter of approval.**

**I agree \***

Yes

**Name of authorised person \***

Title

First Name

Last Name



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Must be a senior staff member, trustee or appropriately authorised volunteer

**Position \***

Position held in applicant organisation (e.g. CEO, Treasurer)

**Phone number \***

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

**Email \***

Must be an email address.

## Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**Please indicate how you found the online application process. \***

- Very easy     Easy     Neutral     Difficult     Very difficult

**How many minutes in total did it take you to complete this application? \***

Estimate in minutes i.e. 1 hour = 60

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider. \***