

Attachment A

Draft Grants and Sponsorship Guidelines



Grants and sponsorship program guidelines

(Draft) July 2025

Introduction

The City of Sydney acknowledges the Gadigal of the Eora nation as the Traditional Custodians of our local area.

The City of Sydney has a number of grants and sponsorship programs to support the social, cultural, environmental and economic life of our area. Through these programs, we partner with communities and businesses to further the strategic directions of Sustainable Sydney 2030-2050 Continuing the Vision. These programs provide financial and in-kind support for a range of activities.

Our grants and sponsorship guidelines cover who can apply, when to apply and how to apply. In addition, it will tell you what happens to your application and where you can get further support.

Please read these guidelines before applying for a grant as funding rounds are highly competitive. We encourage you to attend a grants information session or grant writing workshop which are held during the year.

These guidelines use certain words or expression in a particular defined way. Defined words or expressions are capitalised (e.g. Eligible Not-For-Profit Organisation, Value-in-Kind) with the meaning set out in the [Glossary and definitions](#) at the end of the guidelines.

The grants and sponsorship policy provides the framework for managing applications. It sets the expected results of our grants and sponsorships and outlines the high-level principles that guide funding from the City of Sydney. If the policy and guidelines don't match, the policy takes priority.

For more information about our grants and sponsorships go to cityofsydney.nsw.gov.au/grants-sponsorships.

You can also email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

Image credit for front cover: Kilia Pahulu. K'AINGA Commonwealth - K'lub Measina. Lead Artists Latai Taumoepeau and Rosanna Raymond. Liveworks 2023. Photographed by Joseph Mayers. Courtesy of Performance Space

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When can you apply?

Rounds

Dates can change. Check the City of Sydney's website for any updates and subscribe to the grants and sponsorship newsletter to stay informed: cityofsydney.nsw.gov.au/grants-sponsorships.

	Summer Round	Winter Round
Open to applications	Beginning of calendar year (summer round)	Middle of calendar year (winter round)
Closed to applications	Approximately five weeks after opening	Approximately five weeks after opening
Recommendations presented to Council	Middle of calendar year	End of calendar year
Project timeframe	Starts middle of calendar year for 12 months	Starts beginning of calendar year for 12 months

Programs

Cash programs	Timing
Aboriginal and/or Torres Strait Islander collaboration fund	Open all year round, until budget is exhausted
Affordable and diverse housing fund	Open all year round
Business sector support grant	Open summer round
Community services grant	Open summer round
Creative grant	Open summer round
Dixon street improvement grant	Open all year round
Festivals and events sponsorship	Open summer and winter round
Food support grant	Open summer and winter round
Green building grant	Open summer and winter round
Haymarket activation grant	Open summer round
Innovation and ideas grant	Open summer and winter round

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Major grants	Open all year round
Quick response grant	Open all year round, until budget is exhausted

Value-in-Kind only programs	Timing
Accommodation grant	Open as properties become available
Creative live/work spaces grant	Open as properties become available
Short-term empty properties grant	Open as properties become available
Street banner sponsorship	Open all year round
Venue hire support grant	Open all year round

Who can apply?

General eligibility

To be eligible you must:

- be an individual or legal entity or have an arrangement with a legal entity who is willing to enter into a contract with the City of Sydney on your behalf
- operate in the City of Sydney's area or demonstrate significant benefits for our residents, workers or visitors¹
- meet the grant programs' eligibility criteria
- if applying as a business, have an active ABN
- have satisfactorily completed any previous City of Sydney grants or sponsorship projects and met all contractual obligations
- be free of any debts owing to the City of Sydney.

Eligible applicants vary for each grant program, so please read the eligibility information within each grant program to determine if you or your organisation are eligible for that grant or sponsorship.

City of Sydney employees may not apply for, or benefit from, a grant or sponsorship directly. City of Sydney employees should not write letters of support for grant or sponsorship applications.

For definitions of each applicant or entity type as they apply to these Guidelines, see the [glossary/definitions section](#).

General exclusions and ineligibility

The City of Sydney doesn't provide grants and sponsorships:

- for projects that duplicate existing services or programs or
- for projects or expenditure that have already occurred (no retrospective funding) or
- to applicants or projects that breach the City's ethics framework, including those that unnecessarily:
 - pollute land, air or water;
 - destroy or waste non-renewable resources;
 - market, promote or advertise products or services in a misleading or deceitful manner;
 - produce, promote or distribute products or services likely to be harmful to the community;
 - acquire land or commodities primarily for speculative gain;
 - create, encourage, or perpetuate militarism or engage in the manufacture of armaments;
 - entice people into financial over-commitment;

¹ Please note Creative live/work grant covers applicants operating in the Greater Sydney area. For the definition of Greater Sydney Area, see the [glossary/definitions section](#) for more information.

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- exploit people through the payment of below-award wages or poor working conditions;
- unlawfully discriminate, or encourage unlawful discriminatory behaviour, including discrimination based on ability, culture, religion, age, gender and sexual orientation in employment, marketing and/or advertising practices;
- sell or promote any prohibited items or services on City of Sydney land, such as fur and exotic animal skin products and feathers, other than where is permitted under traditional first nation cultural practices; or
- contribute to the inhibition of human rights generally, or
- to applicants that pay a subminimum wage to workers, including applicants that are or engage Australian disability enterprises (ADEs), or
- to applicants or for projects that do not respect Indigenous cultural and intellectual property rights, or
- to applicants or for projects where persons associated with the applicant or project have been involved in a previous project for which a City of Sydney grant or sponsorship was provided and the project was not satisfactorily completed or the applicable contract terms not complied with, or
- to applicants or for projects that may cause harm to the reputation of the City of Sydney or the grants and sponsorship program, or
- for projects that could be perceived as benefiting a political party, or
- for projects that could be perceived as creating division within our communities, or
- to applicants or for projects that breach applicable City of Sydney policies, or
- to applicants that are tertiary education providers (including universities) seeking support for core business. Where tertiary education providers would like for support for an eligible project outside their core business which they believe justifies council support, we request that they speak to Grants staff before applying.

Grants and sponsorships can not include:

- general donations to charities. Donations and support for charities are covered by the City of Sydney's support for charities policy;
- City of Sydney fees for development applications, outdoor venue hire fees, health inspection fees, health approvals, street closures and other approvals and other charges beyond what is specified in the grant programs.
- the provision of design, printing and distribution services or cleansing and waste services for events by the City of Sydney.

Support for applicants

We encourage you to speak to us about your project, program suitability and eligibility before applying.

You'll find plenty of support to help with your application:

- **online resources:** see cityofsydney.nsw.gov.au/grants-sponsorships
- **phone and email:** contact us on 02 9265 9333 or communitygrants@cityofsydney.nsw.gov.au
- **briefing sessions:** learn about the grants and sponsorship programs and ask questions.
- **free grant writing seminars:** See dates at cityofsydney.nsw.gov.au/talks-courses-workshops/connect-sydney

Dedicated support

Further support and accessible application formats that include oral applications are available for Aboriginal and/or Torres Strait Islander peoples, people with disability and people from culturally and linguistically diverse backgrounds.

To access this support, call 02 9265 9333 or email communitygrants@cityofsydney.nsw.gov.au

Accessible applications are subject to the same assessment and approval process as other grants and may require a longer lead time to apply.

Contact us

For more information see cityofsydney.nsw.gov.au/grants-sponsorships, email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

We hold grants and sponsorship information sessions during the year. We encourage you to attend one of these before applying.

People with disability

If you are Deaf, hard of hearing or have a speech impairment, you can contact us through the [National Relay Service](#). You'll need to provide our phone number, 02 9265 9333.

Our online applications comply with accessibility requirements WCAG 2.0 AA. For more information about accessibility, visit the [web accessibility initiative](#).

Help with grants in your language

If you need help with information about our grants in other languages, here are some useful tools and resources.

[Help with grants in your language - English](#)

[帮助您以母语了解拨款 - Simplified Chinese](#)

한국어 보조금 안내 - Korean

ความช่วยเหลือในภาษาของท่าน เกี่ยวกับทุนอุดหนุน - Thai

Find a translating or interpreting service

If you need an interpreter to help you with information on our website, please call the Translating and Interpreting Service on 13 14 50 and ask them to put you through to the City of Sydney on 02 9265 9333.

如果英語並非您的第一語言，而您欲使用電話傳譯員服務，請致電 131 450，要求他們代致電 02 9265 9333 聯絡 City of Sydney。

Se l'inglese non è la tua prima lingua e desideri avvalerti di un servizio telefonico di interpretariato, contatta il 131 450 e chiedi di chiamare la città di Sydney al numero 02 9265 9333.

Α ν τα Αγγλικά δεν είναι η πρώτη σας γλώσσα και θα θέλατε να χρησιμοποιήσετε διερμηνέα στο τηλέφωνο, παρακαλούμε τηλεφωνήστε 131 450 και ζητήστε τους να σας καλέσουν την Πόλη του Σύδνεϊ στο 02 9265 9333.

英語が母国語でない方で、電話通訳サービスをご利用になりたい方は、131 450 におかけの上、シドニー市 02 9265 9333 に電話をかけるよう通訳にご依頼ください。

Jika bahasa Inggris bukan bahasa pertama Anda dan Anda ingin menggunakan jasa seorang juru bahasa, silakan menghubungi 131 450 dan minta agar diteleponkan ke City of Sydney di 02 9265 9333.

الإتصال منهم والطلب 131 450 بالرقم تتصل أن فالرجاء،الهاتفية الشفهية الترجمة خدمة من الإستفادة وأردت الأولي لغتك الإنجليزية تكن لم إذا الرقم علي سيدني مدينة بلدية 02 9265 9333.

Si el inglés no es su primer idioma y desea utilizar un servicio de interpretación telefónica, póngase en contacto con el 131 450 y solicite que llamen a la Ciudad de Sydney al 02 9265 9333.

영어가 모국어가 아니어서 전화 통역 서비스가 필요하실 경우 131 450 에 전화하셔서 City of Sydney (02 9265 9333) 로 연결하도록 요청 하십시오.

Nếu tiếng mẹ đẻ không phải là tiếng Anh và muốn sử dụng dịch vụ thông dịch qua điện thoại, xin quý vị gọi số 131 450 và yêu cầu họ gọi cho Thành Phố Sydney điện thoại số 02 9265 9333.

Е с л и английский не является вашим родным языком и вы хотели бы воспользоваться услугами устного перевода по телефону, то, пожалуйста, позвоните по номеру 131 450 и попросите их позвонить в муниципалитет города Сидней по номеру 02 9265 9333.

How can I apply?

How to apply

Applications for grants and sponsorship are completed online using the SmartyGrants platform. Forms are available once the grant round opens. Choose the most appropriate grant for your project. You can't apply in multiple program categories at the same time for the same project.

You must apply by the **due date at 4pm**, Sydney time. We don't accept any applications after the cut-off time and date.

We encourage you to speak to us well before the closing date before applying.

We don't accept duplicate applications. Applications submitted to more than one program for the same project will only be considered for one program. Staff will ask you to confirm which application you want to progress with.

What happens to your application

All applications are checked for eligibility before being moved on to assessment.

Eligible applications are assessed individually by at least three assessors including those with knowledge and experience relevant to the grant program.

An assessment panel consisting of assessors and specialist advisors review the assessments and make final recommendations based on the selection criteria and funding priorities of the grant program².

In most cases, recommendations are sent to a Council committee and then Council for decision.

Alternatively, applications that CEO can approve as part of grants and sponsorship delegations from Council, are sent to the CEO for a decision.

Some grant applications may be assessed by external parties who have skills and professional experience which will benefit the assessment process.

All assessors are required to agree with the requirements of their role, including conflict of interest and confidentiality obligations. Assessors can't have any interests or perceived conflicts of interest in a grant application they are assessing.

If we deem it necessary, the assessment panel may conduct interviews with shortlisted applicants.

Our grants and sponsorship programs are highly competitive. Even though an application may meet the criteria it may not be competitive against other applications. If an application is unsuccessful, the applicant can request feedback from us on reasons why.

Who decides?

Council has authority to approve grants and sponsorship or other financial assistance. Find out more about [Council decision-making](#).

² For all grant programs except Quick Response Grants. For this program applications are ranked based on the assessor scores alongside the available budget. This will determine which applications are recommended for funding

The CEO can approve grants under delegation from Council for the quick response grant, venue hire support grants and sponsorship, street banner sponsorship, creative live/work spaces grant and short-term empty properties grant.

When you'll know

Recommendations that will be put to Council are published just before each committee meeting. This is where and when you can see whether your grant is recommended or not.

Details of your application's status can also be found in the Council meeting minutes, listed on the website within the week of approval. See our website: [City of Sydney Council meetings](#).

We'll notify you in writing of the outcome of your application within 10 business days after Council's decision.

For grant and sponsorship programs where the CEO can approve grants, those recommendations are not published prior. We'll notify you in writing of the outcome of your application within 10 business days after the CEO's decision.

If you're successful

You'll receive an email informing you of the result. It will include how much support is being provided and for what period of time. The email will include a link to arrange a feedback session if you wish.

You'll then be contacted by a staff member who'll tell you about the contract that you must enter into for the grant or sponsorship.

You will either enter into a funding agreement for cash and Value-in-kind grants or a lease or license for Value-in-kind only grants, including those offering reduced rates on our properties.

You must enter into a funding agreement, lease or license with us before funds are released, before you can use, work or live in our properties and before your project starts.

If you fail to enter into the agreement, lease or license, we reserve the right to withdraw the grant or sponsorship, including the use of our properties.

As part of finalising the funding agreement, you will be asked to provide:

- a copy of your public liability insurance certificate of currency for a minimum of \$10 million, or \$20 million for projects that are high risk, have large numbers of the public attending or funding greater than \$250,000. The insurance must list the applicant or auspice as insured and will need to remain current for the duration of the agreement. For most of our grants, you can't ask us to fund this insurance as part of your grant request.
 - an invoice to the City of Sydney for your first cash payment
 - evidence of any conditions having been met, required as pre-conditions to entering into the agreement, lease or license.
-

Other approvals

If you're successful for a grant or sponsorship, this doesn't imply the City of Sydney has given or undertakes to give any other required consent or approval.

Many applications will require other approvals and consents from the City of Sydney or other authorities and possibly agencies such as NSW Police Force or Transport for NSW etc.

If the necessary approvals can't be obtained, your grant or sponsorship may not be able to proceed.

Development applications (DA)

Any grant application involving capital works, minor developments, outdoor dining or changes to a building's current development approvals may need to go through a development application process. You can make an appointment to speak to a duty planner for general advice on whether a development application is required for your grant or sponsorship.

Public art

Projects that involve Public Art (temporary or permanent) are required to have written permission to install the artwork from the land owner. You can speak to our Public Art team and read the public art policy prior to applying for funding.

Street art is a visible and accessible art form and we support lawfully created works in appropriate locations. We recognise the artistic and social value of street art and owners consent is required for all projects commissioning or creating street art on a property in the city. Please see our website to determine if your location is DA exempt.

Value-in-kind

The provision of Value-in-kind as part of a grant (e.g. reduced indoor venue hire or street banner pole hire fees) isn't a guarantee of a booking. All bookings must follow the usual hiring process for the facility, space or location requested and are subject to availability.

Outdoor events

If you are planning to run an event in a City of Sydney managed outdoor space, you will need to submit an event application form and supporting documentation to our Outdoor Events and Filming team for approval prior to your event occurring. Sufficient lead times are required, as listed within our outdoor event guidelines.

Road closures, service of alcohol or food permits

Depending on the type of event and its included activities you may require subsequent approvals and permits from other external authorities for the grant or sponsorship to proceed.

This could include:

- **Food and beverages:** Operators serving food and beverages must have a temporary food permit from the City of Sydney's health and building unit. It can take up to 28 days for new registration.
- **Alcohol:** Serving alcohol at an event requires a liquor license from the Office of Liquor and Gaming and an accompanying alcohol management plan.
- **Road closures:** Events where a road is closed to vehicles for an event requires approval from the Local Pedestrian Cycling and Traffic Committee. You must supply a traffic management plan around 5 to 6 weeks before the committee meeting dates. These are usually held on the third Thursday of each month.

When are grants paid?

Once funding agreements are finalised, payments of any cash grants or sponsorships are processed with a standard 30-day turnaround time from the date we receive your invoice.

Payments are made in accordance with the timeframes in the funding agreement. For some grants programs or some agreements, payments may be progressive over the life of the project (e.g. payments made at particular milestones or on completion of certain obligations).

Your responsibilities during and after the project

You will need to comply with the obligations set out in your agreement, lease or license with the City of Sydney that applies to your grant or sponsorship. If you fail to comply with the obligations in the agreement, including not delivering the project, we may withdraw or require repayment of the grant or sponsorship, including the use of our properties.

The nature of your obligations in the agreement, lease or license will depend on the grant program, your project, and the form of agreement with the City.

For most grants, you must deliver and report on the project. Reports provide us with feedback on the success of the project, agreed outcomes, relevant data and any lessons learnt.

If you are provided with a cash grant or sponsorship, you must provide detailed financial reports and may be required to provide evidence that your expenditure of the grant or sponsorship was for the project and in accordance with the approved budget.

If you are having challenges completing your project, please contact City of Sydney staff as soon as possible.

Final reports must be submitted no later than one month after the agreed completion date of the project, unless otherwise agreed.

Not meeting your contractual obligations, including failing to submit an acquittal report, may be considered when assessing applications from you, your organisation or related entities for other grants or sponsorships from the City of Sydney.

If you aren't successful

You'll receive an email informing you of the result. The email will include a link to arrange a feedback session if you wish.

Not all applications can be supported, you can request feedback from us on reasons why, attend grant writing workshops and talk to City staff about other sources of support prior to submitting future applications.

We welcome your feedback

The City of Sydney is committed to continuous improvement of our grants and sponsorship programs. An evaluation and learning framework has been developed to measure the effectiveness of each of the grants and sponsorship programs.

The aim of this framework is to:

- measure the degree to which stated outcomes are being achieved
- provide standard tools for collecting and analysing data within and across programs
- build feedback capacity of City of Sydney and grant recipients
- identify improvements to the grants and sponsorship program.

After each round, you'll be invited to complete a survey on the application process and the guidelines. We welcome your comments to help us to improve the process.

Application tips

Before you apply

- check you're eligible to apply for the specific funding program and that funding program is appropriate to your project.
 - plan your project and review the application form and what it requires. Arrange support letters, request quotes for costs and an auspice if you need one. Please note that City of Sydney employees and Councillors cannot provide you with support letters for our grants program.
 - don't leave submitting your application to the last minute as applications will not be accepted after the closing time and date.
 - consider the location in which you plan to deliver your project, do you need any approvals, e.g. a development application (DA), or permits. There can be hidden costs for these items and it is important to factor these things in when scoping your project and preparing your application.
-

Hiring our indoor venues or street banner poles

In some of our grant programs, you can apply for Value-in-kind in the form of reduced rates for the hire of indoor venues or street banner pole hire. Requests through the grants program for venue or banner pole hire Value-in-kind must be accompanied by a tentative booking and a quote.

- to book a community venue, please contact communityvenues@cityofsydney.nsw.gov.au for a quote and make a tentative booking if your project is time sensitive
- to book Sydney Town Hall, Paddington Town Hall or Customs House, please submit a venue booking request and contact thm@cityofsydney.nsw.gov.au for a quote
- to hire street banner poles, please contact banners@cityofsydney.nsw.gov.au to discuss hiring costs.

When requesting a quote, please notify the City of Sydney staff that you're applying for a grant.

All requests for quotes should be submitted no later than 2 weeks before the closing date of the grant round.

Please note that for indoor venues or street banner pole hire there will be additional charges you will be responsible for, that we are unable provide Value-in-kind for, or waive, these fees:

- for indoor venue hire, the deposit and bond, security/key deposit, public liability insurance, cancellation, audio visual, extra staffing such as ushers, cloakroom and security, and any food and beverages
- for street banner pole hire, the cost of the design, production, installation and dismantling of the banners.

The list of hireable indoor spaces can be located on our website.

Outdoor events

Any applications that require a City of Sydney owned park or turf area must be discussed with our Outdoor Events and Filming Team prior completing an application, as certain restrictions and additional requirements apply.

For fees, event application form, event guidelines, the list of hireable outdoor spaces (interactive map at the bottom of the webpage) and further information, see the [apply to hold an outdoor event webpage](#).

Application form

As part of the application, you'll be asked to provide this information:

- a brief description of the project
- the need for the project
- who from the local diverse communities will benefit and how they are engaged in the planning and delivery of the project
- your capacity and experience to deliver the project
- how the project meets the funding priorities.

Some programs may have more questions or requirements.

When writing your application, be clear and straightforward in your language and don't assume any knowledge.

Your application must be well-developed, address all the criteria and answer all compliance questions. It may need supporting documents.

You'll be asked to address the following:

Collaboration with Aboriginal and/or Torres Strait Islander communities

We aim to enhance the economic prosperity of Aboriginal and Torres Strait Islander peoples and organisations through our grants program.

You're encouraged to consider including Aboriginal and Torres Strait Islander businesses into all aspects of your project. If you plan to include Aboriginal and Torres Strait Islander-run businesses, organisations or individuals in your project, you should clearly outline this in your project plan with appropriate support letters attached.

Additionally, if your project focus is with Aboriginal and/or Torres Strait Islander community members, you will need to consider how your project meaningfully supports, respects, and empowers local Aboriginal and Torres Strait Islander communities through culturally responsive and community-driven initiatives.

Applicants working with Aboriginal and/or Torres Strait Islander artists, communities, or subject matter are required to adhere to the [Indigenous Cultural and Intellectual Property rights](#) protocols. Under these protocols you must provide evidence of appropriate support or permissions from Aboriginal and/or Torres Strait Islander participants, communities, organisations or Elders.

Diversity, equity and inclusion

Consider how your project considers participation, access, and inclusion across our communities.

Our diverse communities include Aboriginal and Torres Strait Islander peoples, people experiencing or at risk of homelessness, people experiencing transport disadvantage, young people, older people, people

with disability, international students, culturally and linguistically diverse communities, women, people of diverse sexualities and genders and intersex people, and low income earners.

Our [inclusion \(disability\) action plan](#) guides our approach to ensure Sydney welcomes everyone. This plan includes actions that actively address barriers faced by people with disability.

Our [inclusive and accessible event guidelines](#) help producers plan and create events that welcome everyone. The guidelines outline key access and inclusion considerations for all events.

If your project focus is on people with disability, we strongly encourage you to review these documents.

Sustainability

Ensure that any projects or events funded through our grant or sponsorship are created in an environmentally sustainable way. Please see our [sustainable event guidelines](#) and [guidelines for single use items](#) for information about how to reduce waste from events and services.

Applicants for specific programs may be asked to meet certain conditions to reduce the environmental impact of their project. We'll provide educational material and guidance to help you understand and meet these conditions.

Child safety

If your project involves [child-related work](#), you must attach a copy of your organisation's child safety/protection policy to the application.

Applicants without a formal child safety/protection policy must outline how they, their organisation or project intend to comply with child safety laws. This information will help us to assess whether your application has demonstrated capacity to deliver the project.

You can seek advice from the [Office of the Children's Guardian](#), the Department of Education and Communities /or the Australian Children's Education and Care Quality Authority. Our [Child Safety Policy](#) is available on our website.

You'll be asked to confirm that:

- you are not engaging Australian Disability Enterprises or companies that pay less than the national minimum wage
- you respect [Indigenous Cultural and Intellectual Property rights](#) (ICIP) protocols (where relevant)
- your entity and activities comply with our ethics framework.
- if successful, you will maintain public liability insurance throughout the duration of your project, including any project extensions
- if successful, you develop a data collection plan to report on the outcomes of your grant against the funding priorities chosen.

Budget

Most programs require applicants submit a budget (in the SmartyGrants template), listing all income and expenditure items for their project. All figures should exclude GST.

Allow yourself enough time to think through the costs involved to bring your idea to life. For more expensive items, research how much they cost and compare prices. Quotes from suppliers can be useful when we assess if a budget is realistic. Detailed and realistic budgets that balance reflect a well-planned project.

We support fair pay to all workers employed or contracted for funded projects, including Aboriginal Elders performing Welcome to Country, artists, creative professionals, people with disability and child performers.

Fees for contracted workers should be clearly included in your application budget, including associated on-costs and entitlements (e.g. superannuation). We encourage you to determine costs for workers in accordance with industry standards and relevant industrial awards.

We encourage cash contributions from other sources, however, you can include contributions that are not cash and are provided through in-kind support, such as volunteer time, equipment already acquired, space provided for free, pro-bono services etc.

If you request value-in-kind from the City of Sydney for venue hire or street banner pole hire, include those costs in your income and expenditure. You can get these costs from the quote you must obtain as part of your application.

Budget support material

Support material such as quotations or detailed budgets (attached to your application) are encouraged.

- quotes for equipment or material valued more than \$1,000
- evidence that the costs for workers (employees and independent contractors) are in line with industry standards, applicable awards, and relevant entitlements.
- quotes and evidence of a tentative booking for venue hire if you are applying for Value-in-kind for the use of a City of Sydney venue
- how staff, contractors, businesses or artists involved in this project represent our diverse communities.

Matched funding and in-kind contributions

In some of our grant programs, you may be required to match the cash funding. This must be shown by you or your partners financial contributions in the income table.

You may be required to provide matched or equivalent funding with:

- direct cash through donations or income generated
- in-kind contributions such as donated supplies, materials or services
- volunteering time such as labour, set up and pack down, and meeting time to identify, plan and put on projects.

Program descriptions contain more information about matching funds.

Project plan

A project plan is required for a cash grant or sponsorship request.

A project plan outlines its goals and objectives, and details activities, timeline and available resources. It should show how you've planned your project well and have thought through all the elements that will make it a success.

When developing a project plan, consider the following depending on the complexity of the project:

- **objectives:** Why I am doing this, what do I want to achieve by delivering this project?
- **stakeholders:** Who is the audience, who am I going to be working with, who do I need to tell about this project?
- **actions:** What is involved – what do I need to do to make this project happen?
- **timeframe:** What do I need to get done when? What milestones will show me I am on track?

Projects requesting less than \$20,000 in cash will, at minimum, need to provide a timeline of activities. Requests for larger grants might follow the project plan example detailed in this document. The level of detail of your project plan should be in line with the amount of funding requested.

Supporting documents

You'll be asked to provide supporting documents including:

- evidence of your entity type and legal status such as your organisation's constitution, trust deed, letter of incorporation, or registration with applicable bodies such as the Australian Charities and Not-for-profits Commission
- letters of support from any community members or local organisations that demonstrates your project is important for the local community and is supported by the local community. Please note that the City of Sydney employees and Councillors cannot provide you with support letters for our grants program.
- letters of support from any partner organisations, key professionals, artists, specialists, consultants or businesses who'll be involved in the proposed project
- case studies of previous projects
- resumes of key professionals working on this project
- any other evidence to demonstrate your eligibility and/or ability to deliver the project

Allow plenty of time to upload your documents.

Support material for venue permission

If your project is not being held in a venue or location your organisation owns, please include:

- evidence to demonstrate owner's consent for the use of the venue or land if required
- a basic site plan for the proposed project if relevant
- any other documents relevant to the proposed project, such as photographs, minutes from planning meetings and development approvals.

What the assessment criteria means

Assessment criteria are used when reviewing applications.

In the application form we will ask you a series of questions. The questions and the level of detail you need to provide will differ depending on the value of the grant or sponsorship you are seeking. The assessors will review your responses and give you a score against the assessment criteria.

The table below demonstrates the connection between the question asked in the application form and the assessment criteria used at assessment stage for applications for grants or sponsorships valued at up to \$50,000. Please note that applications requesting above \$50,000 will be required to address different criteria.

	Questions for applications up to \$50k	Assessment criteria	What the assessors will be looking for you to address
1	- what are you going to do? - describe why this project is important	evidence of the need for the project	Need - why is your project needed? - how is your project new and different to what is already available? - what gap is your project addressing in the community? - what will happen as a result of you doing this project?

			- what will the impact be if you do not do this project?
2	- which City of Sydney community will benefit from this project the most? - describe the cultural significance and community benefit of the project? - describe how have you included the local diverse community and how will they be engaged?	demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project	Community benefit - who will benefit from this project and how? - is there support from local community members for your project, including the targeting beneficiary group, through letters of support? - what collaboration and partnerships are there with locally based organisations, services, businesses, suppliers or creatives? - will staff, contractors, businesses or artists involved in your project represent our diverse communities? - Do you identify as or is your organisation owned or led by members of a diverse community group?
3	- describe your organisation - how will you deliver the project and what skills do you bring? - provide your income and expenditure budgets - upload your project plan - what is your experience in delivering projects?	your capacity and experience to deliver the project	Capacity and experience - do you have previous experience in completing similar projects and have you provided supporting documents to confirm this? - is your project budget reasonable given the intended outreach/impact? - does your project plan include a clear timeline for project development, implementation and managing transition at the end of the funding period? - for projects over \$20k: how have you appropriately identified and mitigated risks?
Only for projects requesting greater than \$20,000			
4	- how will your project contribute to this funding priority?	how your project delivers against the funding priorities	City of Sydney funding priorities - how well does your project address the funding priorities? - how does your project align with relevant <u>City of Sydney strategies and action plans</u>?

Aboriginal and/or Torres Strait Islander collaboration fund

Overview

This funding program supports a strong and sustainable Aboriginal and Torres Strait Islander community-controlled sector to meet the needs and aspirations of Aboriginal and/or Torres Strait Islander people in the local area.

Funding supports increased self-determination and equity led by, or in partnership with, local Aboriginal and Torres Strait Islander peoples through projects that connect people with community, Country and culture.

Key dates

This program is open all year for applications until the budget is exhausted.

Funding available

Cash funding up to \$50,000 a year is available, for a one-year program or multi-year funding (up to 3 years).

Value-in-kind in the form of street banner pole hire and indoor venue hire is also available.

You can apply for up to \$5,000 for capital expenditure or equipment.

Applicants can include the cost of necessary insurances in their application.

For multi-year funding, please contact the grants team on 02 9265 9333 or email communitygrants@cityofsydney.nsw.gov.au.

Funding priorities

Our funding will prioritise projects that:

- are led by local Aboriginal and/or Torres Strait Islander peoples and communities
- achieve positive results for Aboriginal and/or Torres Strait Islander communities

- support local Aboriginal and/or Torres Strait Islander owned or led organisations to sustain their capacity, impact, and ability to survive, thrive and flourish.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project or program
- demonstrated connection, benefit to, and engagement with, the local Aboriginal and/or Torres Strait Islander community in the planning and delivery of the project or program
- your capacity and experience to deliver the project or program

Additional criteria for projects requesting more than \$20,000:

- how the project or program delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

Eligibility

Individuals must identify as Aboriginal or Torres Strait Islander and be accepted as such by their community.

Groups must consist of majority Aboriginal and/or Torres Strait Islander members.

Organisations must have a governing body that is majority Aboriginal and/or Torres Strait Islander people.

These individuals and organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Corporation
- Co-operative
- Partnership
- Sole Trader
- Trustee of a Trust
- Individual auspiced by an Eligible Not For Profit Organisation or Corporation
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation or Corporation

If you work with an auspicing organisation, we encourage you to choose one that is relevant to the sector and that can support the development of the proposal.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

Proof of Aboriginality requirement

To be eligible for this fund, Aboriginal or Torres Strait Islander Individuals, Sole Traders or Unincorporated Community Groups will be required to provide confirmation of Aboriginality. It's preferred this confirmation comes from a registered Aboriginal and/or Torres Strait Islander community organisation stamped with its common seal and that confirms the applicant:

- is of Aboriginal and/or Torres Strait Islander descent
- identifies as an Aboriginal and/or Torres Strait Islander person

- is accepted as such by the Aboriginal and/or Torres Strait Islander community in which you live, or formerly lived.

Aboriginal and/or Torres Strait Islander organisations are required to provide proof of certification and/or registration from one of the following:

- NSW Indigenous Chamber of Commerce
- Supply Nation
- Office of the Registrar of Indigenous Corporations.

Not eligible for funding

For information on what is not eligible for funding in this program, see the general exclusions and ineligibility section.

How to apply

To apply for this grant, contact the grants team on 02 9265 9333 or email communitygrants@cityofsydney.nsw.gov.au.

Business sector support grant

Overview

This grant program supports projects delivered by local business chambers, industry associations and other organisations that grow the skills and capacity of local businesses, connect businesses to networking opportunities, advocate on key issues on behalf of local businesses, and promote local precincts.

Key dates

Applications open: Summer round

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Cash funding from \$10,000 to \$50,000 per year is available, for a one-year program or multi-year funding (up to 3 years).

Value-in-kind in the form of street banner pole hire and indoor venue hire is also available.

You can apply for up to \$5,000 worth of capital expenditure or equipment purchase.

Cash funding may be provided progressively or on completion of certain milestones for this program.

Funding priorities

Our funding will prioritise projects that address one or more of the following priorities:

- support local businesses to adapt to new technologies, explore alternative business models and increase accessibility
- upskill local businesses and entrepreneurs to meet the needs of a more innovative and sustainable economy
- build the skills and capacity of our businesses to meet the needs of our diverse communities to increase economic participation
- advocate on key industry issues on behalf of local businesses
- support vibrant local precincts and unique experiences in our area.

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-run organisations and networks.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- your capacity and experience to deliver the project

Additional criteria for projects requesting more than \$20,000:

- how the project delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

Eligibility

To be eligible, you must operate within the City of Sydney's local area or demonstrate significant benefits for our residents, workers, businesses or visitors.

These organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Business Advocacy Organisation

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

Not eligible for funding

Funding is not available for:

- operational costs or overheads for the core business of an organisation.

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

For more information on our grants and sponsorships see cityofsydney.nsw.gov.au/grants-sponsorships.

You can also email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

Community services grant

Overview

This grant supports projects and programs that help increase social cohesion and inclusion, develop healthy and resilient communities, and support participation in civic life.

Key dates

Applications open: Summer round

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Cash funding up to \$50,000 a year is available for a one-year program or multi-year funding (up to 3 years).

Value-in-kind in the form of street banner pole hire and indoor venue hire is also available.

You can apply for up to \$5,000 for capital expenditure or equipment.

Funding priorities

Our funding will prioritise projects or programs that:

- recognise and support Aboriginal and Torres Strait Islander communities and cultures
- strengthen social cohesion, community resilience and wellbeing
- involve our communities in local decision making and community life
- improve digital literacy and skills
- support people experiencing or at risk of homelessness.

We encourage applications from organisations that support Aboriginal and Torres Strait Islander communities and culture, including community-controlled organisations and networks, along with those that support Priority Communities.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project or program
- demonstrated connection, benefit to, and engagement with, the local priority communities in the planning and delivery of the project
- your capacity and experience to deliver the project or program

Additional criteria for projects requesting more than \$20,000:

- how the project or program delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

For the definition of Priority Communities, see the [glossary/definitions section](#) for more information.

Eligibility

To be eligible an applicant must operate within the City of Sydney's local area or be able to demonstrate significant benefits for the area's residents, workers and/or visitors.

These individuals and organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Individual auspiced by an Eligible Not For Profit Organisation
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation

If you work with an auspicings organisation, we encourage you to choose one relevant to the sector and that can support the development of your proposal.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For more information on eligibility see the [eligibility section](#).

Not eligible for funding

For information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

For more information on our grants and sponsorships see cityofsydney.nsw.gov.au/grants-sponsorships.

You can also email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

Creative grant

Overview

This grant program supports projects that contribute to Sydney's cultural life. We support creative projects that showcase our local artistic talent and provide opportunities for everyone to engage in a creative practice or take part in cultural activities.

For our cultural life to thrive, we need a well resourced and resilient creative sector. This grant program will help build the sustainability of the creative industries by investing in new work, new audiences and new opportunities to unlock the creative potential of our city.

Key dates

Applications open: Summer round

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Cash funding up to \$50,000 a year is available for a one-year or multi-year grant (up to 3 years).

Value-in-kind in the form of street banner pole hire and indoor venue hire is also available.

You can apply for up to \$10,000 for capital expenditure or equipment.

Funding priorities

Our funding will prioritise projects that:

- promote local stories and talent, or explore Sydney's history
- celebrate and acknowledge Aboriginal and/or Torres Strait Islander communities and cultures
- reflect and connect with our diverse communities
- enhance professional skills and opportunities for local creative workers
- address challenges facing the creative industries and cultural sector

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-run organisations and networks.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project

- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- your capacity and experience to deliver the project

Additional criteria for projects requesting more than \$20,000:

- how the project delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

Eligibility

To be eligible an applicant must operate within the City of Sydney's local government area or be able to demonstrate significant benefits for the area's residents, workers or visitors.

These individuals and organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Individual auspiced by an Eligible Not For Profit Organisation
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation
- Corporation
- Co-operative
- Partnership
- Sole Trader
- Trustee of a Trust
- Government Cultural Institution

If you work with an auspicings organisation, we encourage you to choose one that is relevant to the sector and that can support the development of the proposal.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For more information on eligibility see the [eligibility section](#).

Not eligible for funding

Funding is not available for:

- operational costs or overheads for the core business of an organisation
- projects that are a festival or event.

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

For more information on our grants and sponsorships see cityofsydney.nsw.gov.au/grants-sponsorships.

You can also email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

Dixon street improvement grant

Overview

This funding program supports capital works that improve shop and building frontages on Dixon Street south with matched funding that contributes to:

- the visible renewal of Dixon Street (south) shopfronts and facades, making the street more active and attractive
- the creation of a 'chef's gallery' bringing the theatre of food preparation to Dixon Street – the distinct character and identity of Dixon Street as the historic heart of Chinatown.

We provide support for 3 types of capital works projects:

- type 1 - street level major works
- type 2 - street level minor works
- type 3 - upper storey works

Key dates

This program will open for 3 years from 2024/25 or until the budget is exhausted.

See 'how to apply for Dixon street' for more information on the application process.

Funding priorities

Our funding will prioritise:

1. Street level major works
 - building works to bring food preparation to the front window to be visible from Dixon Street (required for this type of grant)
 - upgrades to shopfronts
 - upgrades to external signs and lighting
 - installation of larger windows or bi-fold windows (opening up views from Dixon Street)
 - repair or restoration of the awnings
2. Street level minor works
 - upgrades to Dixon Street shopfronts

- upgrades to external signs and lighting
- installation of larger windows or bi-fold windows (opening up views from Dixon Street)
- repair or restoration of existing awnings

3. Upper storey works

- restoration or installation of signs or street art that maintains Dixon Street's character
- cleaning, repairing or repainting external building façade
- repair or restoration of the awning and upper storey windows
- removal of redundant air conditioning units, utilities, wiring or fixtures.

Funding available

Type 1 – Street level major works: Cash funding up to \$60,000 is available per shopfront.

Type 2 – Street level minor works: Cash funding of up to \$20,000 is available per shopfront.

Type 3 – Upper storey works: Cash funding up to \$60,000 is available per property.

Applicants are required to match the funding requested with cash (value-in-kind will not be accepted).

Assessment criteria

Proposals are assessed against the following criteria:

- significant and visible improvements to the shop and building frontages as viewed from Dixon Street
- design excellence and responds to local heritage and character
- supports local and small businesses
- value for money
- how the project meets the funding priorities.

Eligibility

To be eligible:

- the building must be located on one of the properties highlighted in blue in Figure 1
- the proposed works must be to a frontage visible from Dixon Street
- the applicant must be the landowner or lessee with a letter of support from the landowner
- the applicant must have an ABN (Australian Business Number)
- the proposed works will need to meet certain standards including planning regulations, certification regulations and the Building Code of Australia (National Construction Code).

Your proposal may need to go through a development application process.



Figure 1

Also, for street level major works applications (type 1) to be eligible the proposed improvements must bring food preparation to the front window to be visible from Dixon Street, contributing to a 'chefs gallery' on Dixon Street.

Not eligible for funding

Funding is not available for:

- purchase of buildings
- extensions or additions to properties
- relocation of businesses
- internal fit outs or works which do not improve the frontage as viewed from Dixon Street
- fees for development applications, health inspection fees, health approvals, street closures and other approvals and other similar statutory charges
- reimbursement of funds already spent (funds spent in relation to the project itself can be included towards your matched funds)
- operational costs, staffing, wages and marketing.

How to apply for Dixon street

This program has 4 steps in the application process:

Step 1. Design concierge

- submit your design consign request online
- meet with the concierge team to discuss your site and what type of improvements could be eligible for grant funding
- develop your proposal with advice from the concierge team
- you may need to engage a design team
- the design concierge will carry out eligibility, scope of work and design checks.

Step 2. Grant application (at the same time as Step 3)

- submit your grant application and provide quotes for the proposed work
- for more significant works, the grant payment may be on the condition of an approved development application.

Step 3. Planning approvals or certification (at the same time as Step 2)

- your proposal may require a development application consent or complying development certificate.
- the design concierge team can provide advice.
- the applicant will need to make the necessary applications and pay any applicable fees.

Step 4: Grant assessment

- once you submit your grant application and upload any required approvals or certificates, your grant application will be assessed.
- recommendations then are made to Council, who decide on the final outcome. applicant will be notified when application will be going to Council, and later be notified of the outcome.

Step 5: Contracting, payment and construction (if successful) – Works can commence.

- grant funding will be provided in 2 staged payments: 50% when works begin and 50% when works are completed and verified through a site inspection and review of receipts.

For more information on our grants and sponsorships see cityofsydney.nsw.gov.au/grantssponsorships.

Festivals and events sponsorship

Overview

This grant program supports local festivals and events that celebrate, develop and engage our diverse communities. They may provide forums to share knowledge, create opportunities for active community participation, celebrate local culture and creativity and activate local precincts. They can be one-off, yearly or a series of recurring events over a set period.

Key dates

Applications open: Summer and winter round

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Cash funding up to \$50,000 a year is available, for a one-year program or multi-year funding (up to 3 years).

Value-in-kind in the form of street banner pole hire and indoor hire of indoor venues is available.

Sponsorship recipients provided Value-in-kind venue hire for a landmark venue are also eligible for a 25% reduction on equipment hire fees.

If you are not an Eligible Not For Profit Organisation, a Business Advocacy Organisation or an Incorporated Association, you're required to match the cash funding requested with cash and/or value in kind.

You can apply for up to \$10,000 worth of capital expenditure or equipment purchase.

Funding priorities

Our funding will prioritise festivals and events that:

- celebrate and acknowledge Aboriginal and/or Torres Strait Islander communities and cultures
- strengthen social inclusion, enable connectedness and reduce social isolation
- support the visitor economy through activations, events and promotion
- represent the cultural and social diversity of our communities
- activate local precincts with creative programming.

We encourage applications from organisations, groups and individuals that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- your capacity and experience to deliver the project

Additional criteria for projects requesting more than \$20,000:

- how the project delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

Eligibility

To be eligible an applicant must operate within the City of Sydney's local area or be able to demonstrate significant benefits for the area's residents, workers and/or visitors.

These individuals and organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Individual auspiced by an Eligible Not For Profit Organisation
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation
- Corporation
- Co-operative
- Sole Trader
- Trustee of a Trust
- Business Advocacy Organisation
- Government Entity

If you work with an auspicings organisation, we encourage you to choose one that is relevant to the sector and that can support the development of the proposal.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For information on eligibility see the [eligibility section](#).

Not eligible for funding

Funding is not available for:

- operational costs or overheads for the core business of an organisation
- fees and charges for landmark venues

- outdoor venues aren't available for Value-in-kind requests. For outdoor events contact openspacebookings@cityofsydney.nsw.gov.au.

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

For more information on our grants and sponsorships see cityofsydney.nsw.gov.au/grants-sponsorships.

Food support grant

Overview

This funding supports access to affordable and healthy food for our diverse communities.

We provide support for food support projects under 2 tiers:

Tier 1 – Small scale projects

Tier 2 – Large scale projects

Key dates

Applications open: Summer and winter round

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding priorities

Our funding will prioritise projects that:

- increase access to affordable, healthy, safe and culturally-appropriate food
- increase community skills in sourcing and preparing healthy food
- improve supply, storage and delivery of healthy food for our diverse communities
- increase resourcing of essential food support services for our diverse communities
- increase access to affordable internet and data that helps people connect to food support services.

We encourage applications from organisations, groups and individuals that support Aboriginal and Torres and Strait Islander communities and culture, including Aboriginal community-controlled organisations and networks.

Tier 1 – Small scale projects

Funding available

Cash funding up to \$250,000 a year is available, for a one-year program or multi-year funding (up to 3 years).

Value-in-kind in the form of indoor venue hire is also available.

You can apply for up to \$100,000 worth of capital expenditure, equipment purchase or other resources.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- your capacity and experience to deliver the project
- how the project delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

Tier 2 – Large scale projects

Funding available

Cash funding up to \$750,000 a year is available for a one-year program or multi-year funding (up to 3 years).

Value-in-kind in the form of indoor venue hire is also available.

You can apply for up to \$150,000 worth of capital expenditure, equipment purchase or other resources.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- your capacity and experience to deliver the project
- how the project delivers against the funding priorities
- evidence of partnerships with local community organisations and networks

See the [‘what the assessment criteria means section](#) for further information.

Eligibility

To be eligible an applicant must operate within the City of Sydney’s local government area or be able to demonstrate significant benefits for the area’s residents, workers and/or visitors.

These organisations can apply for tiers 1 and 2:

- Eligible Not For Profit Organisation
- Incorporated Association

These additional individuals and organisations can apply for tier 1 only:

- Individual auspiced by an Eligible Not For Profit Organisation
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation

If you work with an auspicings organisation, we encourage you to choose one that is relevant to the sector and can support the development of the proposal.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

Not eligible for funding

For information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

For more information about our grants and sponsorships see cityofsydney.nsw.gov.au/grants-sponsorships.

If you are interested in applying for tier 2, contact our grants team to discuss your proposal on 02 9265 9333 or email communitygrants@cityofsydney.nsw.gov.au.

Green building grant

Overview

This grant program supports building owners and owners corporations to receive environmental ratings, certifications and assessments to make their buildings resource-efficient and achieve net zero emissions by 2035.

These are examples of what funding can support:

Residential apartment buildings

- building electrification feasibility assessments
 - upgrades of domestic gas hot water systems to heat pump systems
 - full building electrification including common areas, in-apartments and electric vehicle charging
- renewable energy feasibility assessments
 - onsite solar, especially shared solar that enables renters access to renewable energy
- energy, water, and waste assessments
 - identification of no-/low-cost efficiency opportunities
 - identification of larger projects that future-proof buildings
- establishment of local resource recovery hubs (non-capital works)
- multi-year NABERS energy and water ratings
 - initial rating year and action plan, second year rating and evaluation plan for implemented upgrades, final rating year with measured saving and outcomes.

Applicants should demonstrate intent to implement feasible solutions, as indicated in the assessments, and sufficient budget in the building's Capital Works Fund to do so.

Accommodation buildings, including hotels, hostels and serviced apartments

- electrification feasibility assessment for gas dependent boiler, heating, ventilation and air conditioning (HVAC) and kitchen systems.
- multi-year NABERS energy and water ratings and waste verification
 - initial rating year and action plan, second year rating and evaluation plan for implemented upgrades, final rating year with measured saving and outcomes.
- Green Star Performance rating
- EarthCheck certification
- Ecotourism certification
- energy, water and waste assessments
- renewables feasibility assessments
- net zero action plan.

Key dates

Applications open: Summer round and winter round

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Cash funding up to \$50,000 is available for each project, per year up to 3 years.

Accommodation buildings, including hotels, hostels and serviced apartments: If you don't meet the guidelines definition Eligible Not For Profit Organisation or Incorporated Association, you're required to match the cash funding request with cash and/or value-in-kind.

Funding priorities

Our funding will prioritise projects that enable existing residential and accommodation buildings to improve their environmental performance, electrify gas systems and achieve net zero emissions.

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- your capacity and experience to deliver the project
- how the project delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

Eligibility

The owners corporation of a residential apartment building or owner of an accommodation building in the City of Sydney's local area that is one of the following organisation types:

- Owners Corporation
- Eligible Not For Profit Organisation
- Incorporated Association
- Corporation
- Co-operative
- Trustee of a Trust

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For information on eligibility see the [eligibility section](#).

Not eligible for funding

- capital expenditure or capital works
- new buildings
- commercial office or entertainment building types
- requests for tender, quote comparisons
- a NABERS rating mandated by government including under the commercial building disclosure scheme at point of sale or lease.

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

For more information on our grants and sponsorships see cityofsydney.nsw.gov.au/grants-sponsorships.

You can also email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

Haymarket activation grant

Overview

This grant program will support one major activation in the Haymarket precinct per year to the value of \$200,000.

The activation will attract people to Haymarket (defined as the area within the dotted lines on Figure 1), celebrate Asian cultures and strengthen community inclusion and cohesion. The project will be produced through collaborations and will activate public places, business premises and vacant space with cultural programming.

Project collaborators may include:

- businesses in Haymarket
- landowners and others in Haymarket wanting to activate vacant space
- a media agency
- an arts/cultural operator
- a creative producer or event manager
- a local community group wanting to reinvigorate Haymarket.

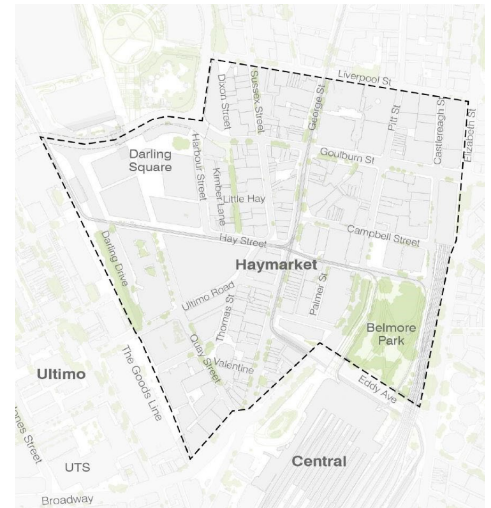


Figure 1

Key dates

Applications open: Summer round only

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Cash funding of \$200,000 plus up to \$100,000 of Value-in-kind (for example banners, venue hire) is available for one major activation. Within the cash funding component, applicants can apply for up to \$20,000 worth of capital expenditure or equipment purchase.

Funding priorities

Our funding will prioritise projects that support:

- celebrate Asian cultures and communities
- strengthen social inclusion, enable connectedness and reduce social isolation
- support the visitor economy through activations, events and promotion
- represent the cultural and social diversity of our community

- activates Haymarket with creative and cultural programming.

Assessment criteria

Proposals are assessed against:

- potential reach and impact of the activation including proposed timing
- capacity and experience of the applicant and their partners to produce the activation
- demonstrated partnerships, connection and benefit to Haymarket and the local community
- evidence of diversity, inclusion and equity in planning and producing the activation
- how the project meets the funding priorities.

Eligibility

These organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Corporation
- Co-operative
- Trustee of a Trust

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For information on eligibility see the [eligibility section](#).

Not eligible for funding

Funding is not available for:

- activations proposed outside of the Haymarket area (marked on Figure 1 in these guidelines)
- operational costs or overheads for the core business of an organisation
- activations that are part of or at the same time as existing festivals and events taking place within or in the vicinity of the Haymarket area (for example Sydney Lunar Festival, Vivid Sydney or SXSW Sydney).

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

If you are planning to hold your activation at a City of Sydney managed outdoor space, please review the fees and charges for outdoor venue hire and contact the outdoor venue management team by email openspacebookings@cityofsydney.nsw.gov.au.

For more information on our grants and sponsorships see cityofsydney.nsw.gov.au/grantssponsorships.

Innovation and ideas grant

Overview

This grant program supports projects that foster innovation, expand opportunities, showcase local expertise, and test new ideas to address local and global issues across our strategic priorities.

Projects that deliver across multiple priorities are encouraged.

Funding can support:

- research and feasibility studies relating to the funding priorities listed below
 - projects that test and extend new approaches for addressing local and global issues
 - demonstration projects that promote market awareness and adoption of innovations
 - development and implementation of best practice approaches and toolkits
 - new technologies that support the delivery of the funding priorities
 - initiatives that increase the scale of delivery for existing projects.
-

Key dates

Applications open: Summer and winter round

For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Cash funding up to \$50,000 a year is available, for a one-year program or multi-year funding (up to 3 years).

If you are not an Eligible Not For Profit Organisation or an Incorporated Association, you're required to match the cash funding request with cash and/or value-in-kind.

You can apply for up to \$5,000 worth of capital expenditure or equipment purchase.

Value-in-kind in the form of indoor venue hire is also available.

Funding priorities

Our funding will prioritise innovative projects that make Sydney:

- a leading environmental performer
- a circular economy that supports reuse and repair
- a place with a transformed and innovative economy
- more equitable and inclusive
- more resilient and diverse

- thrive culturally and creatively.

We encourage applications from organisations, groups and individuals that support Aboriginal and/or Torres Strait Islander communities and culture, including Aboriginal community-controlled organisations and networks, along with those that support Priority Communities, including renters and people living in apartments.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- your capacity and experience to deliver the project

Additional criteria for projects requesting more than \$20,000:

- how the project delivers against the funding priorities

See the [what the assessment criteria means section](#) for further information.

For the definition of a priority community, see the [glossary/definitions section](#) for more information.

Eligibility

To be eligible, an applicant must operate within the City of Sydney's area or demonstrate significant benefits for our residents, workers or visitors.

These organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Corporation
- Co-operative
- Trustee of a Trust

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For information on eligibility see the [eligibility section](#).

Not eligible for funding

Funding is not available for:

- operational costs or overheads for the core business of an organisation

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

For more information about our grants and sponsorships see cityofsydney.nsw.gov.au/grants-sponsorships.

You can also email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

You can review all [our Strategies and Action plans](#) on our website.

Major grants

Overview

This program supports projects that bring significant and long term economic, environmental, social and cultural impact to Sydney.

This program provides support for significant recurring major festivals, events, programs or capital works from organisations with a proven track record, have multiple sources of income, recognised brand, support increased visitation, economic activity and investment in Sydney.

This will achieve results across our multiple strategic priorities, support our diverse communities and enhance the vibrancy and sustainability of the City of Sydney.

Key dates

This program is open all year for applications. This program is by invitation only.

Funding available

Funding is available for up to 5 years and may include capital expenditure or equipment.

Value-in-kind in the form of indoor venue hire and other negotiated City of Sydney services and resources is available.

Eligible Not-For-Profit organisations are also eligible for street banner pole hire Value-in-kind and a 25% reduction on equipment hire fees at Landmark Venues (for equipment owned by the City of Sydney).

If you are not an Eligible Not-For-Profit or an Incorporated Association, you're required to match the funding request with cash and/or value-in-kind.

Funding priorities

Major grants must contribute to at least 3 of the following priorities:

- celebrate, support and acknowledge Aboriginal and/or Torres Strait Islander communities and cultures
- support and significantly improve social cohesion, inclusion, community resilience and connectedness
- increase access and engagement in the social, cultural and economic life of Sydney for diverse communities
- support the visitor economy and activate local precincts through creative programming, events and promotion
- attract intrastate, interstate or international visitation and investment in Sydney
- support artists, creative industries and local businesses
- encourage cultural organisations, businesses and talent to locate and operate in Sydney

- secure and maintain local community and cultural assets
- address challenges facing the creative industries and cultural sector
- support improvements for priority communities
- invest in services and build the organisational capacity of organisations that support people experiencing or at risk of homelessness.

We encourage applications from organisations that support Aboriginal and Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- demonstration of sustainable practices and minimising environmental impact and implementation of resource recovery approaches
- capacity and experience of the applicant to deliver quality projects of this size, impact and reach
- how the project delivers against the funding priorities
- demonstration of value for money, financial capacity and ongoing viability of the project
- evidence of partnerships with local community organisations and networks
- for event-based projects: evidence of track record, organisational viability and market demand to support future events, large scale audience or market reach and national or international brand awareness

You may be assessed against additional criteria based on the specific strategic outcomes sought by us. These will be negotiated prior to any submission.

Application requirements and process

Application for this program is by invitation only.

We will advise an applicant of the requirements for the application as part of the invitation.

The requirements may include:

- strategic business plan, including:
 - financial plan for five years
 - strategic plan
- audited financial statements
- marketing plan
- operational plan
- key performance indicators
- detailed project for first year
- reconciliation action plan (RAP)
- inclusion plan

- sustainability plan

Outcomes from the funding will be negotiated between the City of Sydney and the applicant.

Eligibility

To be eligible an applicant must operate within the City of Sydney's local government area or be able to demonstrate significant benefits for the area's residents, workers and/or visitors.

These organisations can apply, when invited:

- Eligible Not For Profit Organisation
- Incorporated Association
- Corporation
- Co-operative
- Partnership
- Trustee of a Trust
- Government Cultural Institution
- Government Entity

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

Not eligible for funding

Funding is not available for:

- fees and charges for landmark venues.

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

This program is by invitation only.

If you are interested learning more about major grants, please contact our grants team to discuss your proposal on 02 9265 9333 or email communitygrants@cityofsydney.nsw.gov.au.

Quick response grant

Overview

This grant program supports time sensitive, small scale, community-led projects that assist in meeting urgent needs in our Priority Communities. Priority Communities may experience heightened inequality and experience barriers to social, economic, cultural, political and environmental resources, services and support. This program will support project supports the immediate needs of these communities.

Key dates

This program is open all year for applications until the budget is exhausted.

Projects should start at least 4 weeks after submitting your application.

Projects should be delivered within 4 months.

Funding available

Cash funding up to \$5,000 is available for projects up to 4 months.

Value-in-kind in the form of indoor venue hire is also available for organisations only.

Cash funding can be used for capital expenditure or equipment.

The cost of necessary insurances can be included in your application.

Funding priorities

Our funding will prioritise time-sensitive projects that support Priority Communities and those with the greatest need through:

- emergency support for community, cultural and sustainability projects
- resilience and readiness of communities to respond to shocks
- local residents and teams representing the local area in sporting, academic or environmental fields
- minor capital works, equipment upgrades and acoustic upgrades for venues

We encourage applications from organisations, groups and individuals that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against:

- evidence of how the project addresses an immediate need or emergency

- demonstrated connection, benefit to, and engagement with, local Priority Communities
- your capacity and experience to deliver the project

See the [what the assessment criteria means section](#) for further information.

For the definition of Priority Communities, see the [glossary/definitions section](#) for more information.

Eligibility

To be eligible, an applicant must operate within the City of Sydney's local government area or be able to demonstrate significant benefits for the area's residents, workers and/or visitors.

These individuals and organisations can apply,

- Eligible Not For Profit Organisation
- Incorporated Association
- Partnership
- Sole Trader
- Individual without an ABN
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation

If you work with an auspicing organisation, we encourage you to choose one that is relevant to the sector and that can support the development of the proposal.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For information on eligibility see the [eligibility section](#).

Not eligible for funding

- ongoing project, event or program funding
- operational costs or overheads for the core business of an organisation
- projects that have been unsuccessful for Quick response grant funding within the previous 6 months

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

Applications for grants and sponsorship must be completed online.

It is anticipated that successful applicants should be notified 4 weeks after submission of application.

For more information about our grants and sponsorships see <http://www.cityofsydney.nsw.gov.au/grants-sponsorships>.

You can also email communitygrants@cityofsydney.nsw.gov.au or call 02 9265 9333.

Affordable and diverse housing fund

Overview

This fund promotes the development of affordable and diverse rental housing in our area by community housing providers as well as other organisations.

It's part of the City of Sydney's commitment to overcome financial barriers to affordable and diverse housing.

Key dates

This program is open all year for applications.

Funding available

The fund's priority is to leverage private finance for affordable rental housing. Affordable rental housing means all forms of short and long term rental accommodation offered at below market rates, including affordable housing, social housing, assisted living, aged and respite care, crisis housing and boarding houses.

Funds can be used for:

- acquiring land owned by third parties
- acquiring land owned by the City of Sydney
- design and construction
- associated development costs.

Funding for each project will be up to \$3 million.

Funding priorities

- maximise the amount of subsidised housing within the City of Sydney's area
- leverage additional funds from sources other than City of Sydney, including private debt finance, charitable donations and grants from state and federal government
- encourage a broad range of community housing providers to invest in and operate diverse housing locally
- achieve positive results for our diverse communities through subsidised housing
- ensure the continued use of funded projects as subsidised housing

- facilitate the ongoing management in accordance with the applicable regulatory requirements, such as NSW affordable housing guidelines
- achieve timely delivery using appropriately experienced and capable principals and contractors

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against:

- amount, nature and location of subsidised housing and any other uses or support
- proportion of the total project cost requested as City of Sydney funding including cash, value-in-kind and land
- proportion of total project cost funded by the applicant and other sources
- property development experience, expertise and capability
- experience with housing in line with relevant regulations
- financial capacity
- evidence of diversity, inclusion and equity in planning and build of the project.

Eligibility

To be eligible, the affordable and diverse housing will be in the City of Sydney's local government area.

These organisations can apply:

- Community Housing Provider
- Eligible Not For Profit Organisation
- Incorporated Association
- Corporation
- Co-operative
- Trustee of a Trust

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

Not eligible for funding

- consent authority fees and charges
- projects already receiving other subsidies or benefits from the City of Sydney, including projects that have received discounted land sales or leases.

For more information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

Further conditions

- funds must only be used for capital expenditures on new subsidised housing developments
- our financial contribution won't be more than 30% of the total cost
- funds won't be released until a construction certificate is issued for the development and a covenant securing use of the land for subsidised housing (and containing terms required by the City) is registered on the title to the land
- funds may need to be repaid if the project completion date isn't met, the project is terminated, the recipient becomes insolvent or the project description changes materially
- the recipient must operate the facility in line with federal, state and local government regulatory requirements
- unless otherwise approved by the City of Sydney, housing delivered through the fund is to be rented to a range of low to moderate income earners at no more than 30% of gross household income, in line with NSW affordable housing guidelines
- the build must start within three years of funding approval
- the project can include some market housing for sale or a commercial component for lease or sale if this helps finance the project or helps meet planning requirements.

Additional information

Please contact us if your idea supports innovation or project development outside of the funding priorities.

How to apply

Contact senior planner Central Sydney planning to discuss your proposal on 9265 9333 or email council@cityofsydney.nsw.gov.au.

Accommodation grant

Overview

The City of Sydney's community facilities include different buildings and spaces that vary in size, location and function. Under our accommodation grants program, we lease facilities or spaces for up to 5 years at reduced rates (below market rental rates) or at no charge. We may offer some longer tenancies based on operational and community needs and public interest. Tenancies are informed by the strategic priorities reviewed and set by Council every 4 years.

Tenancies are offered through an expression of interest process as spaces become available and are highly competitive. We encourage you to sign up to our mailing list to be notified when spaces become available at confirmsubscription.com/h/j/C601462D618DBDC8.

To apply for these spaces, you must demonstrate that payment of commercial rents would cause financial hardship leading to a reduction or withdrawal of services to our Priority Communities.

Key dates

Applications for space through this program are invited as facilities become available, and opportunities are published on our [website](#) and [email notices](#).

Support available

Support is available in the form of waived or reduced rental charges for City of Sydney facilities. Rates vary depending on the space being leased and the financial capacity of the applicant.

The City of Sydney may require payment of a bond as part of your lease agreement.

Funding priorities

- improved social wellbeing, reduced isolation and increased cultural participation
- increased services by community and cultural organisations that benefit residents, workers and visitors, and contribute to their social, cultural, economic and environmental health
- enhanced financial sustainability for local organisations including artists
- greater public participation in arts and creative projects
- greater sharing of knowledge and resources by new and emerging groups, increasing the capacity and viability of the business and community sectors
- active solutions to sector-wide issues and provision of direct services by newly established and startup businesses and organisations that benefit our communities.

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against:

- the need for the tenancy and proposed results
 - your capacity and experience
 - connection and benefit to the local area and communities
 - diversity, inclusion and equity in the planning and development of the project
 - how the proposal aligns with the funding priorities
 - any other criteria for specific properties as they become available
 - for renewals, compliance with past agreements, lease terms and demonstration of ongoing need.
-

Eligibility

To be eligible an applicant must operate within the City of Sydney's local government area or be able to demonstrate significant benefits for the area's residents, workers and/or visitors.

These individuals and organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Corporation
- Co-operative
- Partnership
- Sole Trader
- Trustee of a Trust
- Government Entities

Applicants must demonstrate that payment of standard rates would cause financial hardship.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For more information, see the general [eligibility section](#).

Not eligible for funding

For information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

The Accommodation grant program is run as an expression of interest. The first step will be a call for community members' interest, followed by an application stage. We may interview short-listed candidates.

Opportunities are published on our website and email newsletters as facilities become available. You can sign up for accommodation grants notifications at confirmsubscription.com/h/j/C601462D618DBDC8.

Creative live/work spaces grant

Overview

The creative live/work spaces grant will support Practising Professional Artists to live in Sydney and practice their creative discipline by providing space to live and/or work in central Sydney at below market rates.

Tenancies are offered through an expression of interest process as properties become available.

This program provides support for up to 2 years, under 2 categories:

Category A: Work spaces

The City of Sydney has a small number of studio and work spaces suitable for artists and creative workers to undertake projects, cultural production or arts practice. Size and suitability for different processes and practice depend on location and zoning.

Category B: Live and work spaces

The City of Sydney has a small number of residential properties in inner city locations available for use by Practising Professional Artists to live and work at below market rates.

There are one bedroom apartments for individuals and three-bedroom apartments for multiple people.

Occupying a property within this program enables a cohort of artists to be neighbours for a set duration, nurturing a unique day to day living experience, expanding artists' networks and enabling new collaborative possibilities.

Key dates

This program has no set dates or rounds. Applications are invited as properties become available.

Support available

Support is available in the form of reduced rental charges for City of Sydney properties for up to 2 years.

The City of Sydney may require payment of a bond as part of your lease agreement.

Funding priorities

We will prioritise applications that:

- support artists to continue to live and work in Sydney

- support Aboriginal and/or Torres Strait Islander artists
 - support artists from culturally and socially diverse backgrounds
 - demonstrate an applicant's need for support to continue to live and work in Sydney
 - demonstrate the value of the applicant's artistic output to the City of Sydney
 - enrich Sydney's communities and the local creative sector
-

Assessment criteria

Applications are assessed against:

- artistic or creative achievements of the applicant
 - experience and/or qualifications of the applicant
 - impact this opportunity will have on the applicant's creative practice
 - impact this opportunity will have on local communities and the creative sector
 - suitability of the creative practice for the space and experience of collaborative/co-operation working
 - ability to occupy the property by the specified date
 - how the application delivers against the funding priorities
 - any other criteria for the specific properties as they become available.
-

Eligibility

To be eligible you must be:

- working as a Professional Practicing Artist
- living in the Greater Sydney Area
- 18 years or older
- a citizen or permanent resident of Australia
- a Sole Trader.

We will assess eligibility for this program using the definition of artistic professions used in the Artists as Workers study undertaken by Creative Australia.

Eligible artists include:

- writers
- visual artists
- craft practitioners
- actors and directors
- dancers and choreographers
- musicians and singers
- composers, songwriters and arrangers
- community cultural development artists.

For the definition of a Professional Practicing Artist, and Greater Sydney Area see the [glossary/definitions section](#) for more information.

Not eligible for funding

For information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

This grant program is run as an expression of interest. The first step will be a call for community members' interest, followed by an application stage. We may interview short-listed candidates.

Opportunities are published on our website and email newsletters as spaces become available.

Sign up for creative live/work spaces notifications at confirmsubscription.com/h/j/F41B9C0BDBB5B36C.

Short-term empty properties grant

Overview

The City of Sydney owns a number of commercial and community properties, including retail and office space. These properties may be empty for short periods between tenancies.

The short-term empty properties program provides immediate and short-term occupancy of temporarily vacant or under-used properties within our portfolio. The properties are offered for a minimum of one month occupancy. The program supports:

- creative practitioners and cultural organisations
- community organisations and social enterprises
- businesses and startups that support the local economy
- organisations with a focus on sustainability and the environment.

Preference is given to applicants in our area or to projects that can demonstrate significant benefit to the local communities.

Key dates

This program has no set dates or rounds and is responsive as properties become available.

Sign up for creative spaces notifications at confirmsubscription.com/h/i/F41B9C0BDBB5B36C

Support available

Support is available in the form of reduced rental charges for City of Sydney properties available and suitable for the proposed activity. The City of Sydney may require payment of a bond as part of your lease agreement.

Funding priorities

- activities that reflect our cultural, social, economic and environmental strategies and action plans
- increasing connection with local communities, including artists and creative organisations, small business and visitors
- stimulating local economies by encouraging a diverse business mix with innovative or capacity building enterprises

- increasing opportunities and exposure for emerging and established enterprises including artists
- increasing opportunities for local Aboriginal and/or Torres Strait Islander organisations.

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

- idea for the space – how you will use the space?
 - use of space - why is this space suitable?
 - support - how will this opportunity support you (including how often you will use the space)?
 - how does the project deliver against the funding priorities set out above?
-

Eligibility

You must show how your proposal benefits our residents, workers and visitors.

Applicants must demonstrate that payment of standard rates would cause financial hardship.

These individuals and organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation
- Corporation
- Co-operative
- Partnership
- Sole Trader
- Trustee of a Trust

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For more information on eligibility see the general [eligibility section](#).

Not eligible for funding

For information on what is not eligible for funding in this program, see the [general exclusions and ineligibility section](#).

How to apply

This grant program is run as an expression of interest. The first step will be a call for community members' interest, followed by an application stage. We may interview short-listed candidates.

This program has no set dates or rounds and is open when properties become available.

Sign up for creative spaces notifications at confirmsubscription.com/h/i/F41B9C0BDBB5B36C

Street banner sponsorship

Overview

The City of Sydney has up to 1500 banner poles available for hire. This sponsorship provides banner pole hire Value-in-kind for our banners, enhancing streetscape vibrancy and raising the profile of forthcoming cultural events, social issues and other activities.

Sponsorship only applies to banner pole hire fees. You must meet all standard conditions of hire and pay all other charges such as design, manufacture, installation and dismantling of banners. See fees and charges at sydneycitybanners.com.au.

Key dates

This grant program is open all year to applications.

All applications must be submitted online at least 4 months before the banner campaign and take a minimum of 2 months to process and receive a decision.

The banner campaign should take place within 12 months of the grant approval.

Support available

- support is available in the form of value-in-kind or reduced hire rates for street banner poles, subject to availability.
- you can request up to 150 banner poles for up to 2 weeks, once a year.

Further requests will be considered for significant events and depend on availability in the street banner network. Street banner sponsorship is applicable to city centre and urban locations only.

Please note that your organisation will be responsible for the cost of the design, production, installation and dismantling of the banners, as we are unable provide Value-in-kind for, or waive, these fees.

Funding priorities

- increasing awareness and profile of issues, events and activities of registered charities, not-for-profits and cultural institutions
- positively contributing to the overall character and vibrancy of streetscapes through an attractive and visual medium
- strengthening cultural and community life.

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against how the project aligns with the funding priorities.

Eligibility

To be eligible for funding an applicant must operate within the City of Sydney's local government area or be able to demonstrate benefits for the area's residents, workers and/or visitors.

These organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Unincorporated Community Group auspiced by an Eligible Not For Profit Organisation
- Government Cultural Institution

You must:

- demonstrate that payment of standard rates would cause financial hardship
- demonstrate that a program of events has been prepared with an appropriate publicity and promotions campaign
- acknowledge the City of Sydney's assistance in any promotional material for the event.

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For more information, read the general [eligibility section](#).

Not eligible for funding

- applicants that have been funded under the same program in the past 12 months
 - projects that have already received cash funding from a different City of Sydney grant program.
-

Further conditions

- bookings can only be made 6 months in advance from the installation date and after you've received confirmation of a successful application.
 - all banner designs must be approved by the City of Sydney prior to manufacture and include our logo. We reserve the right to refuse a banner design.
 - we reserve the right to determine the number and location of banner poles provided and to relocate banners to other locations.
 - poles are subject to availability at the time of booking.
-

How to apply

To hire street banner poles, please contact banners@cityofsydney.nsw.gov.au to discuss hiring costs.

To apply for this grant, contact the grants team on 02 9265 9333 or email communitygrants@cityofsydney.nsw.gov.au

Venue hire support grant

Overview

The City of Sydney owns various indoor venues available for hire. The venue hire support grants program helps community and cultural groups and organisations host events, concerts, fundraisers, conferences, meetings and community gatherings. Cultural, environmental and community groups and organisations that demonstrate financial hardship can apply.

Support is available for community venues and landmark venues.

Outdoor venues aren't available for value-in-kind requests. For outdoor events, contact openspacebookings@cityofsydney.nsw.gov.au.

Key dates

This grant program is open all year to applications until the budget is exhausted.

Apply online at least 8 weeks before your event.

The first activity must take place within 12 months of the application date.

Support available

Support is available in the form of one-off or multi-year (up to 3 years) reduced rates for community and landmark venue hire, subject to availability.

Not-for-profit organisations are eligible for a 25% reduction on equipment hire fees at landmark venues for equipment owned by the City of Sydney.

Funding priorities

- increasing numbers of programs, events and activities that contribute to social wellbeing, social inclusion and increased cultural participation
- improve services and projects for residents, workers and visitors that contribute to their social, cultural, economic and environmental health
- boost capacity of the cultural, environmental and community sector through the sharing of knowledge and resources.

We encourage applications from organisations, groups and individuals that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

Proposals are assessed against:

- evidence of the need for the project
- demonstrated connection, benefit to, and engagement with, the local diverse community in the planning and delivery of the project
- your capacity and experience to deliver the project
- how the project delivers against the funding priorities

Eligibility

To be eligible for funding an applicant must operate within the City of Sydney's local government area or be able to demonstrate benefits for the area's residents, workers and/or visitors.

You must demonstrate that payment of standard rates would cause financial hardship.

Community venues

These organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association
- Unincorporated Community Group (note that an Individual or Eligible Not For Profit Organisation will need to enter into the venue hire agreement on your behalf)

Landmark venues

These organisations can apply:

- Eligible Not For Profit Organisation
- Incorporated Association

For the definition of each eligible applicant above, see the [glossary/definitions section](#).

For more information, read the general [eligibility section](#).

Not eligible for funding

- fees and charges associated with event staffing at venues
- projects that have already received funding from another grant.

Further conditions

Venue hire and equipment fees and charges are set for the facilities each year by the City of Sydney.

The grant covers venue hire fees only.

You will need to enter into a venue hire agreement and pay all other charges such as deposit and bond, security/key deposit, public liability insurance, cancellation, audio visual, extra staffing such as ushers, cloakroom and security, and any food and beverages.

How to apply

The list of [venues](#) can be located on our website.

- To book a community venue, please contact communityvenues@cityofsydney.nsw.gov.au for a quote and make a tentative booking if your project is time sensitive
- To book Sydney Town Hall, Paddington Town Hall or Customs House, please submit a [venue booking request](#) and contact thm@cityofsydney.nsw.gov.au for a quote

When requesting a quote, please notify the City of Sydney staff that you're applying for a grant.

To apply for this grant, once you have a quote, contact the grants team on 02 9265 9333 or email communitygrants@cityofsydney.nsw.gov.au.

Glossary/Definitions

Term	Meaning/Explanation
Acquittal	A written report submitted after the funded project is complete or yearly for multi-year projects. It details how the recipient administered the grant funds and met the project outcomes in the funding agreement.
Auspice	An incorporated organisation who receives, administers and manages the grant or sponsorship on behalf of an applicant. The auspice is required to: - enter into the relevant agreement with the City of Sydney - accept grant funds and pay the auspiced grant applicant - be responsible for any value-in-kind support we approve, including making bookings and entering into any related agreements with us - manages grant funds during the project - be responsible for all obligations in the agreement with us including providing insurances on behalf of the auspiced grant applicant. The auspice should have the technical skills to guide and support the applicant in the project, while acknowledging project decisions remain with applicant.
Capital expenditure	Funding specifically requested for purchase, maintaining or upgrading items the applicant owns and that will be used beyond the time of the project, such as building maintenance, upgrading technology or buying new equipment. These expenses are different from regular costs like salaries or utilities because they build and improve the offerings to communities in a more permanent way.
Child related work	Child-related work (including voluntary work) is: - providing services for children and young people under 18 - where the work normally involves being face to face with children - where contact with children is more than incidental to the work. As defined by the <u>Child Protection (Working with Children) Act 2012</u> and <u>Regulation 2013</u>
Festival or event	A public occasion for celebration or gathering to commemorate a milestone, local anniversary or an organised series of special events and performances, usually with a common theme and for set period of time.
Grant	Cash or value-in-kind support provided to applicants for a specified project or purpose.
Greater Sydney area	Greater Sydney area is a suburban region that represents the functional area of Sydney city which includes populations who regularly socialise, shop or work within Sydney, but may live either in the city or in the small towns and rural areas surrounding Sydney. Greater Sydney area stretches across Western and Southern Sydney in an arc to the Northern beaches and Central Coast.

The boundaries are listed here <https://www.abs.gov.au/census/find-census-data/community-profiles/2021/1GSYD>



Practicing Professional Artist

A Practicing professional artist is defined as meeting one or more of the following criteria:

1. In the last three to five years, have had an artistic achievement in their art form, such as:
 - a work of creative fiction or imagination accepted for publication by a recognized publishing outlet or performed by a professional stage, radio, television or film company, for which a fee or royalties was received;
 - a work or works shown or performed at a professional gallery or exhibition, or published by a recognised publishing outlet, or have received a major public or private commission;
 - an original composition, other than advertising jingles or other commercial music, performed under professional circumstances, either live, broadcast, recorded or filmed;
 - a professional engagement as a director or dramatic actor or performer with a professional stage, television or film company;
 - a professional engagement as a choreographer, dancer, musician or singer in a professional capacity;
 - contributed to the development of a major community arts project, or played an important part in encouraging members of the community to create works of art, or had a substantial artistic role in a festival or other important community arts event; or
2. have been engaged in the last five years in creating a serious and substantial body of work in their art form; or
3. have undertaken full-time training in their art form; or
4. in the last three to five years, have received a grant to work in their art form from a public or private grant-giving agency.

Priority Communities

Communities that may experience heightened inequality and experience barriers to social, economic, cultural, political and environmental resources, services and support.

These include Aboriginal and Torres Strait peoples, people on low incomes, people renting including social housing residents, people experiencing homelessness, people with disability, people with lived experience of a mental health and/or chronic condition, people over 65, young people, and children under 5, new immigrants, non-citizens and refugees, people with English as second language, people of diverse sexualities and genders, and women and girls.

Recipient	A party who has successfully applied for a grant or sponsorship. Also known as grantee.
Social enterprise	A business with a clear and stated social, environmental or cultural mission. They are usually driven by a public or community cause, derive most of their income from trade (not donations or grants) and use the majority of their profits to work towards their social mission as defined by their constitution.
Sponsorship	Agreements between the City of Sydney and organisations where the City of Sydney receives benefits in return for the sponsorship. Examples of benefits include promotion, marketing, speaking opportunities or tickets.
Value-in-kind	Value-in-kind refers to an arrangement where the City of Sydney gives up revenue, either in full or a percentage, on things for which a fee normally applies. This may include venue hire, banner pole hire, or rent.

Entity	Definition
Sole Trader	An individual running a business with an active ABN.
Eligible Not For Profit Organisation	An organisation registered with the Australian Charities and Not-for-profits Commission that is an Incorporated Association, Trust, Corporation, or Co-operative and that has an active ABN. This category does not include unincorporated associations (including unincorporated groups or clubs) – refer to Unincorporated Community Group.
Corporation	A company incorporated under the Corporations Act 2001 (Cth) with a current ACN and active ABN, or a company incorporated under the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth) with a current ICN and active ABN.
Incorporated Association	An association incorporated under the Associations Incorporation Act 2009 (NSW) with an active ABN, or an association incorporated under equivalent State/Territory legislation with an active ABN.
Co-operative	A co-operative registered under the Co-operatives (Adoption of National Law) Act 2012 (NSW) or equivalent State/Territory legislation with an Australian Registered Body Number (ABRN) and active ABN.
Individual	An individual that is not running a business and does not have an ABN.
Partnership	A partnership regulated by the Partnership Act 1892 (NSW) or equivalent State/Territory legislation with an active ABN.
Government Entity	An entity with an active ABN that is either a department, executive or statutory agency of, or corporation owned by, the Commonwealth or any State or Territory; any entity within the meaning of section 41 of A New Tax System (Australian Business Number) Act 1999 (Cth); or a local governing body as defined by the Income Tax Assessment Act 1997 (Cth), and includes Government Cultural Institutions.
Business Advocacy Organisation	An organisation that represents and/or advocates for businesses in a particular industry, sector or area and this is either a Corporation that is limited by guarantee, a Co-operative that is non-distributing, or an organisation registered under the Fair Work (Registered Organisations) Act 2009 (Cth).

Trustee of a Trust	An Individual or Corporation acting in its capacity as a trustee of a trust. This category does not include trusts that are government entities – refer to Government Entities.
Community Housing Provider	An entity that provides community housing that is registered in NSW under the Community Housing Providers (Adoption of National Law) Act 2012 (NSW) and that has an active ABN.
Government Cultural Institution	A Government Entity that is either a NSW State cultural institution as defined by Create NSW or a National Cultural Institution as defined by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts.
Owners Corporation	An owners corporation constituted under the Strata Schemes Management Act 2015 (NSW) and that has an active ABN.
Unincorporated Community Group	A group of people that have agreed to pursue a common purpose or interest, including groups such as a club, society or association (that is not incorporated).

