

Post Exhibition - Grants and Sponsorship Policy and Guidelines

File No: 2024/311908

Summary

The City of Sydney's grants and sponsorship programs support initiatives and projects that build the social, cultural, environmental and economic life of the city. The current Policy was adopted by Council in August 2022 and Council approved the public exhibition of revised Guidelines in May 2024.

These documents align with the strategic directions and actions of Sustainable Sydney 2030-2050 Continuing the Vision. The delivery of support through cash and value-in-kind (VIK) are part of the many ways in which the City partners with the community.

As part of the commitment to review the Grants and Sponsorship Policy and Guidelines, a review was undertaken to ensure that the policy and programs continue to deliver against Sustainable Sydney 2030-2050 Continuing the Vision and to meet best practice in grants management.

After review, it was recommended that no changes are made to the Policy as it still reflects the principles by which the grants and sponsorship programs should be governed and aligns with current strategies.

There were recommended changes to the guidelines which will support stronger outcomes for the communities of the City.

At its meeting on 13 May 2024, Council resolved to exhibit the draft Grants and Sponsorship Guidelines. The draft guidelines (inclusive of the recommended changes) were put on exhibition from 14 May to 11 June 2024.

A total of 11 submissions for the draft grants and sponsorship guidelines were received. All were assessed through internal review. The details of the issues raised in the submissions, together with responses and staff recommendations, are included in the Engagement Report at Attachment A.

Following the exhibition period, no further changes to the Grants and Sponsorship Guidelines are proposed.

This report recommends Council adopt the revised Grants and Sponsorship Program Guidelines.

Recommendation

It is resolved that:

- (A) Council note the submissions received from the community on the draft Grants and Sponsorship Program Guidelines as shown at Attachment A to the subject report;
- (B) Council adopt the Grants and Sponsorship Program Guidelines as shown at Attachment B to the subject report; and
- (C) authority be delegated to the Chief Executive Officer to make minor amendments to Grants and Sponsorship Program Guidelines in order to correct any minor drafting errors and finalise design, artwork and accessible formats for publication.

Attachments

Attachment A. Engagement Report

Attachment B. Grants and Sponsorship Program Guidelines

Background

1. A review of the Grants and Sponsorship Policy and Guidelines was conducted in 2023/24 to ensure that the programs continue to align with the strategic outcomes of Sustainable Sydney 2030-2050 Continuing the Vision.
2. Consultation was delivered through the following mechanisms:
 - (a) 700 applicants consulted on their user experience of the City's Grants and Sponsorship application process and support;
 - (b) A Councillor workshop on key themes raised about diversity, eligibility, grassroots access and grants management processes;
 - (c) Workshops with the Indigenous Leadership Engagement Team to review the impact of the Collaboration Fund and the programs as a whole and how we are engaging with community;
 - (d) Workshops with City staff from across teams on each funding program considering outcomes from the first year of current guidelines; and
 - (e) Input from the City's legal team on adjustments to application requirements and the City's communication team on simplifying language and process.
3. City staff also considered the grant practices of other major city's grant programs and the NSW Grants Administration Guide to benchmark the City's grants management processes.
4. It was concluded that the Policy (adopted by Council in August 2022 following public exhibition) would not change, however the Grants and Sponsorship Guidelines would be updated with simplified language, seven key program changes and greater clarity on eligibility requirements.
5. At its meeting on 13 May 2024, Council resolved to exhibit the draft Grants and Sponsorship Guidelines. The draft guidelines (inclusive of the recommended changes) were put on exhibition from 14 May to 11 June 2024.
6. Feedback from community has been collated and reviewed by City staff and no further updates to the Grants and Sponsorship Guidelines are recommended.
7. Note the new Grants and Sponsorship Guidelines will take effect from 1 July 2024.

Key Implications

Strategic Alignment - Sustainable Sydney 2030-2050 Continuing the Vision

8. Sustainable Sydney 2030-2050 Continuing the Vision is a vision for the sustainable development of the City into the future. Building on our community's vision for the future, there are 10 directions for 2050, 10 targets to measure progress and 10 ambitious project ideas that bring the vision to life. The provision of grants and sponsorships is a key mechanism for the City to further the aims identified in its social, economic, environmental, and cultural policies.

9. All applications are considered against the 10 strategic directions and how they can directly deliver or encourage the further development of the aims and objectives identified in Sustainable Sydney 2030-2050 Continuing the Vision.
10. The program is aligned to the following strategic directions and objectives:
 - (a) Direction 2 - A leading environmental performer - Grants and sponsorships contribute to the City's endeavours in improving environmental performance of our residents and businesses by supporting new and innovative approaches to delivering sustainability outcomes. and strengthening community resilience.
 - (b) Direction 3 - Public places for all - Grants and sponsorships contribute to the safe and responsible use of public spaces for community access and enjoyment of city residents, workers and visitors.
 - (c) Direction 6 - An equitable and inclusive city - Grants and sponsorships contribute to community development and support active participation in civic life. They empower the community to address issues that matter to them and drive projects to create a more inclusive and resilient city.
 - (d) Direction 7 - Resilient and diverse communities - Grants and sponsorships contributes to improved wellbeing, well located, inclusive and affordable services that improve social connections and embrace a safe city.
 - (e) Direction 8 - A thriving cultural and creative life - Grants and sponsorships contribute to supporting artistic and creative endeavours in our city, helping foster initiative, experimentation and enterprise by creative workers and providing new opportunities for audiences to engage in the city's cultural life.
 - (f) Direction 9 - A transformed and innovative economy - Grants and sponsorships contribute to helping stimulate business and promote economic activity. They encourage partnerships with other organisations on business development and assist groups of businesses to work together for the collective benefit.
 - (g) Direction 10 - Housing for all - Grants and sponsorships aligns with the City's position on affordable housing, homelessness and social sustainability, as set out in A City For All, the social sustainability strategy, as well as Housing for All, the City's housing strategy.

Organisational Impact

11. As part of the review, it was identified that the Grants Management team required additional resources. This has been put forward as part of the establishment structure and budget process for 2024/25 and ongoing.

Risks

12. The City has a responsibility to manage the distribution of public money to community through an open and transparent process. The need for a Grants and Sponsorship Policy and Guidelines document provides this transparency and allows for public input.

Social / Cultural / Community/ Environmental

13. The grants and sponsorship program provides the City with a platform to support social, cultural, economic and environmental initiatives from communities, community organisations and businesses within the local area.

Financial Implications

14. There are no additional financial implications beyond the grant budgets submitted as part of the draft 2024/25 budget and future years' forward estimates.

Relevant Legislation

15. Section 356 of the Local Government Act 1993 regulates how financial assistance can be given by local councils.
16. As part of the Local Government Act 1993 and Integrated Planning and Reporting requirements, the City is required to exhibit changes to its grants program.
17. The grants and sponsorship policy (the Policy) provides the governance framework for how the Program is managed, and how decisions about funding are made. The Policy ensures that the City meets the governance requirements of Section 356 of the Local Government Act 1993 in relation to grant giving.

Critical Dates / Time Frames

18. The proposed revision to the Guidelines will be implemented for the 2024/25 financial year immediately following adoption by Council.

Public Consultation

19. No further consultation is required however the Grants and Sponsorship program will continue to seek formal and informal feedback as part of continuous improvement.

EMMA RIGNEY

Director City Life

Sam Wild, Manager Grants

Attachment A

Engagement Report

Updated grants and sponsorship guidelines



Engagement report

From 14 May to 11 June 2024, we asked the community for feedback on the updated grants and sponsorship guidelines.

Our grants and sponsorship programs support the social, cultural, environmental and economic life of our area. 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. The guidelines also tell you what happens to your application and where you can get further support.

The updated guidelines will support stronger outcomes for local communities in the City of Sydney local area.

Purpose of the engagement

The purpose of the engagement was to:

- notify stakeholders of the proposal.
- gather feedback from stakeholders and the community.

Submissions received during consultation

We received a total of 11 submissions via an online survey. We received a total of 1 submission via Sydney Your Say email. The Sydney Your Say page was visited 482 times during the consultation period.

Key findings

Subjects/topics raised in submissions

Several subjects/topics were raised in the feedback received. These were presented as concerns, suggestions and/or requests and are summarised below.

General comments - summarised	Total	City of Sydney Response
The guidelines are clear. It is recommended to improve the process of applying for grants.	1	Your feedback is acknowledged. The team continually evaluate and update the processes of applying for grants. The team is reviewing the application process including the application forms to ensure it is easier to apply. New processes will be delivered over the next year.
The guidelines are clear and so is the detail., thank you!	2	Your feedback is acknowledged. No response is required from the City.
How will Council ensure parity for all who apply for City of Sydney grants and sponsorships?	1	The grants and sponsorship policy provides guidance to applicants on the outcomes, principles, ethics framework and how applications are assessed and approved, and by whom. The guidelines outline the assessment and eligibility criteria, funding priorities, funding available, key dates and other information as required for each program. Each application is assessed by a minimum of three City of Sydney staff, including those with knowledge and experience relevant to the grant application / program. All assessors are required to make a conflict of interest declaration on each application as part of the assessment process.
The guidelines need to be clearer about eligibility requirements. The application process is too long. Feedback should be provided to applicants. The application process should be targeted to appropriate organisations. Guidelines should explicitly state their targeted groups and organisations.	1	The Grants team continually evaluate and update the processes of applying for grants. The team is reviewing the application process including the application forms to ensure it is easier to apply. New processes will be delivered over the next year. All applicants are invited to request feedback on their application and can contact staff for further information. The guidelines are now clearer on who can apply for what grant. Some grants have specific eligibility requirements which is included in their grant category description.
The guidelines are very clear. The how to apply section is also very clear. It is recommended to improve	1	Your feedback is acknowledged. The City recommend applicants contact the Grants team to answer any questions they may have prior to applying.

the budget description section surrounding in-kind contributions.		Additional support resources will become available to assist applicants in applying including how to prepare a cash and value in kind budget.
Improvements can be made to promotion and communicating to Aboriginal communities about opportunities and the status of their applications.	1	<p>The Grants team always operates professionally and with the utmost respect for all community members.</p> <p>The Aboriginal and Torres Strait Islander Collaboration Fund is a pool of funds for the Aboriginal and Torres Strait Islander community-controlled sector to deliver projects that meet the needs and aspirations of Aboriginal and Torres Strait Islander people in the local area.</p> <p>All applications to the Collaboration fund are assessed by Aboriginal and/or Torres Strait Islander staff and applicants can request to speak to Aboriginal staff about their applications. The oral application process offers Aboriginal and Torres Strait applicants the opportunity to apply by talking about their project rather than going through the full application form.</p> <p>The Grants team offers in person grant writing workshops in Aboriginal led community centres to support applicants in applying for funding.</p> <p>The Grants team are currently developing a community engagement strategy to ensure members from the local area's diverse communities are informed and can access applying for the City's grants.</p>
The application process is too complex.	1	<p>The Grants team continually evaluate and update the processes of applying for grants.</p> <p>The team is reviewing the application process including the application forms to ensure it is easier to apply. New processes will be delivered over the next year</p>
It is recommended to simplify the application forms and to have applications open for longer than 4 weeks to support the accessibility needs of the diverse communities of the local area.	1	<p>The team continually evaluate and update the processes of applying for grants.</p> <p>The team is reviewing the application process including the application forms to ensure it is easier to apply. New processes will be delivered over the next year</p> <p>We will have applications forms accessible to the public one week prior to the round opening to give applicants the chance to work through questions and gather supporting information earlier than the 4 weeks that applications are open.</p>
Funding requests for capital purchases seem to be disadvantaged as the City of Sydney grants are awarded ex GST, whereas quotes always include GST. It seems the full cost can never be covered.	1	The City recommends applicants to contact the Grants team to answer any questions they may have prior to applying so they understand the nuances of the application forms including the budget section.
The guidelines are easy to access and read for an English reader.	1	Your feedback is acknowledged.

<p>It is recommended to improve access for multicultural communities and small community organisations</p> <ul style="list-style-type: none"> – Can multicultural communities have access to the Oral application process. – Can the Council set up a local grant-giving workshop where the community and council can work together to apply for a grant. – Can multi-year funding be offered. – Can funding be provided to support new ideas. – Can Council establish easier to apply for micro grants. 		<p>The Grants team continually evaluate and update the processes of applying for grants. We will be looking at new ways to engage our diverse communities of Sydney including accessible application forms.</p> <p>The Oral application process is available upon request for Aboriginal and/or Torres Strait Islander peoples, people with disability and people from culturally and linguistically diverse backgrounds.</p> <p>The City already offers grant writing workshops and will be developing new resources to support applicants in writing grant applications.</p> <p>Multi-year funding is available in most grant programs open in the Summer and Winter Round applications to apply for.</p> <p>Easy-read versions of the new guidelines will be released in July 2024.</p> <p>The Quick Response Grants program (up to \$10,000) will be extended to individuals (up to \$5,000) as of July 2024.</p>
<p>The application process is tedious, lengthy and involves too many people. Can the City support a local club to purchase equipment for members to continue enjoying their past time?</p>	<p>1</p>	<p>The Grants team continually evaluate and update the processes of applying for grants.</p> <p>The team is reviewing the application process including the application forms to ensure it is easier to apply. New processes will be delivered over the next year</p> <p>The City recommends applicants contact the Grants team to answer any questions they may have prior to applying so they understand the nuances of the application forms, the program their project is best suited for and the eligibility of who is applying.</p>

Engagement activities

Overview of engagement

1. Sydney Your Say webpage

A Sydney Your Say webpage, <https://www.cityofsydney.nsw.gov.au/policy-planning-changes/your-say-updated-grants-sponsorship-guidelines> was created. The page included information about the consultation.

2. Online feedback form via Survey Monkey

The community and stakeholders were able to give feedback using an online feedback form. A link to the feedback form was provided on the Sydney Your Say website.

3. Targeted email notification

An email was sent to 8278 subscribers of our Grants e newsletter.

4. Sydney Your Say e newsletter

An email was sent to 6643 of our Sydney Your Say e newsletter

[Policy & planning changes](#)

Your say on our updated grants and sponsorship guidelines

Open for feedback

We invite your feedback on our updated grants and sponsorship guidelines.

PUBLIC CONSULTATION PERIOD
14 May 2024 to 11 June 2024

What we're doing

Our grants and sponsorship programs support the social, cultural, environmental and economic life of our area. 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. The guidelines also tell you what happens to your application and where you can get further support.

The updated guidelines will support stronger outcomes for local communities in the City of Sydney local area.

Craig Ryan

SENIOR PROJECT MANAGER, CITY
ENGAGEMENT

[Show details](#) 

Alana Goodwin

GRANTS COORDINATOR

[Show details](#) 

 [Draft grants and sponsorship guidelines](#) 

PDF - 722.62 KB - Last modified 15 May 2024

How you can give feedback

Consultation closes at 5pm on Tuesday 11 June 2024.

1 Complete our feedback form

[Online form](#)

2 Email or post your submission

You can give your feedback by email to sydneyyoursay@cityofsydney.nsw.gov.au or post to:

Craig Ryan – Senior Project Manager
City Engagement
GPO Box 1591
Sydney NSW 2000

Feedback may be published in publicly available reports at the end of the consultation period. Your name or organisation's name may appear in these reports with your feedback attributed. If you would like your feedback to be kept confidential, please let us know when making your contribution.

Your say on our grants and sponsorship guidelines 2024

* 1. Please provide your feedback on the draft grants and sponsorship guidelines.

The guidelines support the policy by providing information on our grant management processes including who can apply for each grant program, how to apply, funding agreements, payment arrangements and reporting requirements.

2. You can also upload your submission.

Choose File

No file chosen

* 3. Please provide your contact information.

Name

Email Address

The next question is for organisations only.

4. Organisation name

The contact information will be held by the City of Sydney and not shared with any third parties, in line with the City's [Privacy Management Plan](#).

* 5. Feedback may be published in publicly available reports at the end of the consultation period. Do you give permission for your name or organisation's name to appear in these reports, with your feedback attributed? We will not publish your email address.

Yes

No

Privacy and personal information protection notice

Purpose: Collect community feedback on the proposed grants and sponsorship guidelines and addendum to operational plan 2024/25.

Recipients: City of Sydney staff/contractors.

Supply: Voluntary.

Access/Correction: City of Sydney, 456 Kent St, Sydney, 9265 9333.

Storage: Council's record management system in line with our [privacy management plan](#). Responses are stored temporarily on a third-party service called SurveyMonkey ([Terms of use](#) and [privacy policy](#)).

Done



[Have your say on updated grants and sponsorship guidelines.](#)

We welcome you to review and provide your feedback on our updated grants and sponsorship guidelines.

Our grants and sponsorship programs support the social, cultural, environmental and economic life of our area. These programs provide financial and in-kind support for a range of activities.

The updated guidelines will support stronger communities in our area.

Have your say by 5pm on Tuesday 11 June

[Read more](#)



[Grants and sponsorship guidelines updated](#)

Our grants and sponsorship guidelines cover who can apply, when to apply and how to apply. The updated guidelines will support stronger results for local communities.

Review the guidelines and have your say by Tuesday 11 June.

[Read more](#)

Attachment B

Grants and Sponsorship Program Guidelines



Grants and sponsorship program guidelines

June 2024

CITY OF SYDNEY 

Contents

Introduction	4
When can you apply?	5
Who can apply?	7
Support for applicants	9
How can I apply?	11
Application tips	15
Aboriginal and/or Torres Strait Islander collaboration fund	19
Community services grant	22
Creative grant	24
Business sector support grant	26
Green building grant	28
Festivals and events sponsorship	31
Food support grant	35
Innovation and ideas grant	38
Quick response grant	41

Affordable and diverse housing fund	43
Venue hire support grant and sponsorship	46
Street banner sponsorship	48
Accommodation grant	50
Creative live/work spaces grant	52
Short-term empty properties grant	54
Glossary	56

Introduction

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.

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.

Our glossary and eligibility definitions are on the last pages of this document.

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 one month after opening	Approximately one month after opening
Recommendations presented to Council	Middle of calendar year	End of calendar year
Project timeframe	Starts middle of calendar for 12 months	Starts beginning of calendar year for 12 months

Programs

Program	Timing
Aboriginal and/or Torres Strait Islander collaboration fund	Open all year round, until budget is exhausted
Creative grant	Open summer round only
Business sector support grant	Open summer round only
Community services grant	Open summer round and winter round
Green building grant	Open summer round and winter round
Festivals and events sponsorship	Open summer round and winter round
Innovation and ideas grant	Stage 1 - Ideas form open all year round Stage 2 - Open summer and winter rounds
Quick response grant	Open all year round, until budget is exhausted
Affordable and diverse housing fund	Open all year round
Venue hire support grants and sponsorship	Open all year round
Street banner sponsorship	Open all year round
Accommodation grant	Open as properties become available

Grants and sponsorship programs guidelines

Creative live/work spaces grant

Open as properties become available

Short-term empty properties grant

Open as properties become available

Who can apply?

General eligibility

To be eligible for funding, you must:

- be an individual or legal entity or have an arrangement with a legal entity who is willing to enter into the grant agreement on your behalf;
- operate in the City of Sydney's area or demonstrate significant benefits for our residents, workers or visitors;
- meet the grant programs' eligibility criteria;
- have fulfilled any previous City of Sydney grants or sponsorships and met all contractual obligations; and
- be free of any debts owing to the City of Sydney.

If applying as a business, your ABN status will need to support your bid. See the end of the document for definitions of eligible entities.

General exclusions and ineligibility

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

- copy existing services or programs or
- have already occurred (no retrospective funding) or
- breach the eligibility and ethics framework of existing City of Sydney policies.

We don't accept duplicate applications. Applications submitted to more than one program for the same project will only be considered for one grant.

We can't give grants to organisations which are not legal entities because entry into a grant agreement is required. This means that unincorporated associations and similar groups may need to work with a legal person (such as an individual, an incorporated association or a company) in order to receive a grant.

Grants and sponsorships don't cover:

- general donations to charities. Donations and support for charities are covered by the City of Sydney's support for charities policy;
- activities that could be perceived as benefiting a political party;
- activities that could be perceived as creating division within our communities; and
- fees for development applications, health inspection fees, health approvals, street closures and other approvals and other charges beyond what is specified in the grant programs.

Grants and sponsorship programs guidelines

City of Sydney employees may not apply or benefit from a grant directly. However, they may participate, in their private capacity, in a group or project that has received a grant or sponsorship through another organisation.

Outdoor venues are not available for venue hire fee waiver (value-in-kind) requests. To hold outdoor events in City parks or outdoor spaces, contact openspacebookings@cityofsydney.nsw.gov.au to learn if an outdoor space is available for your event.

We don't provide design, printing and distribution services or cleansing and waste services for events. You may apply for funding to cover these costs.

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 – these take place twice a year. 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.

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 australia.gov.au/accessibility.

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.

إذا لم تكن الإنجليزية لغتك الأولى وأردت الاستفادة من خدمة الترجمة الشفهية الهاتفية، فالرجاء أن تتصل بالرقم 131 450 والطلب منهم الإتصال ببلدية مدينة سيدني علي الرقم 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.

Если 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. 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 5pm, Sydney time. We don't accept applications after the cut-off time and date.

We encourage you to speak to us before applying.

What happens to your application

Steps in the assessment of your application:

Eligibility

We check eligibility within one week of closing date.



Assessment

Within 2 months of closing date, your application is reviewed by individual assessors.

Then a panel of assessors will meet to decide on a final recommendation.



Decision

All funding recommendations will be reviewed by the relevant Council committee a week prior to the Council's review and decision.



Notification

You will receive an email and results will be published on the City of Sydney website.

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 application.

A panel consisting of a chair, assessors and specialist advisors review the assessments and make final recommendations based on the selection criteria and objective of the grant program.

Recommendations are sent to a Council committee and then Council for review. Find out more about [Council decision-making](#).

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

When an external assessor is required, we may select a representative from one of the City of Sydney's established advisory panels with the relevant skills, experience and availability.

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 in a grant round in which they are participating in review.

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.

Who decides?

Council has authority to approve grants and sponsorship or other financial assistance.

The CEO can approve grants consistent with City of Sydney policies and delegations 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.

Under the Local Government Act, any cancelling or reduction of fees or charges can only be approved if the application meets a pre-approved category in the City of Sydney's revenue policy.

Many large projects including festivals and events require approvals and consents from the City of Sydney (such as development applications), NSW police and other state government agencies. If the necessary approvals can't be obtained, the grant or sponsorship may not be able to proceed.

Approval of a grant or sponsorship doesn't imply the City of Sydney has given or undertakes to give any other required consent or approval.

Waived or reduced fees for a venue isn't a guarantee of a booking. All bookings must follow the usual hiring process for the facility, space or location requested.

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 the City's 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.

If you're successful

We'll contact you confirming you're successful, 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 City of Sydney staff member who'll tell you about any requirements of the funding agreement.

We aim to finalise funding agreements for successful applicants within one month of Council approval. You must enter into a funding agreement with us before funds are released and the project starts.

The City of Sydney uses a standard funding agreement which includes:

- a description of the project for which funding is being provided
- the amount of cash funding to be received and the details of any value-in-kind support

- your obligations (and where relevant those of the organisation auspicing you) and the City of Sydney's responsibilities
- specific performance criteria to be met
- any benefits to be provided to the City of Sydney in return for the grant (if applicable)
- a payment schedule
- the deadline for the project.

If you fail to finalise the agreement, we reserve the right to withdraw the grant or sponsorship.

When are grants paid?

Once funding agreements are finalised, payments are processed with a standard 30-day turnaround time from the invoice date.

Payments are processed in accordance with the timeframes in the funding agreement.

Your responsibilities after the project

You must report on and complete the project as detailed in your funding agreement. Reports provide us with feedback on the success of the project, agreed outcomes, relevant data and any lessons learnt. You must provide detailed financial reports.

We may ask for more documents and evidence of expenses.

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 or your organisation for further grant funding 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 gain feedback on your application, attend grant writing workshops and talk to City staff about other sources of support.

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

Grants and sponsorship programs guidelines

- 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.

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.

Application tips

Before you apply

- Check you're eligible to apply and if the funding program is appropriate to your project.
- Plan your project and review the application form and what it requires. Arrange support letters and request quotes for costs.
- Don't leave submitting your application to the last minute.

Application form

As part of the application, you'll be asked to answer a series of questions, including:

- a brief description of the project
- the need for the project and the benefits to the local area
- your capacity and experience to provide the project
- how the project meets the program 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.

We may ask how your project responds to City of Sydney policies regarding child safety, inclusion and accessibility, sustainability and collaboration with Aboriginal and Torres Strait Islander communities.

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 size of grant you are seeking. The assessors will review your responses and give you a score against assessment criteria.

The table below demonstrates the connection between the question asked in the application form and the assessment criteria used at assessment stage. Please note that applications requesting above \$50k will be required to address different criteria.

Grants and sponsorship programs guidelines

	Questions for applications up to \$10k	Questions for applications up to \$20k	Questions for applications up to \$50k	What does this mean? What the assessors will be looking for
1	Why are you doing this project?	Why are you doing this project and what will the results be?	Why is there a need for the project and what are the proposed outcomes?	Need – why is it needed? This is where you describe what you are doing, why it is important and what will happen as a result of you doing this project.
2	How will you deliver it?	How will you deliver the project and what skills do you bring?	What is your experience in delivering projects?	Experience – how will you create the project, your skills and ability and your experience in doing projects. This may include a project plan.
3	Who will benefit?	Who in the community will engage and/or benefit? How will you do this?	How have you included the local diverse community and how will they benefit and/or being engaged?	Community benefit – who will benefit from your project, how will they benefit and how have you included the diverse communities in the local area.
4	N/A	N/A	How does the project rate against the funding priorities?	City of Sydney funding priorities – your project should consider one of the funding priorities as these are identified areas that need assistance.

You'll be asked to address the following:

Inclusion and accessibility

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

The 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. You can view the [Inclusion \(Disability\) Action Plan](#) on our website.

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. You can view the guidelines on the City of Sydney's website.

Sustainability

Ensure that any events or programs funded through our grant 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.

Collaboration with Aboriginal and Torres Strait Islander communities

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.

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.

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 create the project in line with the general eligibility requirements.

The City of Sydney doesn't regulate or monitor compliance with child safety laws. 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.

Budget

All applicants are required to submit a budget (in the Smartygrants template), listing all income and expenditure items for the project. All figures should exclude GST.

It is important to be able to demonstrate how you calculated your costs including fees and wages and what industrial awards and/or industry standards you have used. Support material such as quotations or detailed budgets (attached to your application) are encouraged.

We encourage cash contributions from other sources, however, you can include contributions that are not cash and are provided through in-kind support (see definitions at end of document).

As a guide for calculating volunteer time contributed to the project, use a minimum fee of \$30 per hour for volunteers.

Balance your budget and clearly identify what items you're seeking to fund through your grant.

Budget support material

- Quotes for equipment or material valued more than \$1,000
- Detailed budget when the grant request is more than \$20,000
- Identification of workers fees.

Matched funding and in-kind contributions

We recognise the importance of applicant cash and in-kind contributions. You may need to match the funds we provide in some grant programs.

You may provide matched or equivalent funding with:

- direct cash through donations or income generated
- in-kind contributions such as donated supplies, materials or services

Grants and sponsorship programs guidelines

- 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.

Supporting documents

You'll be asked to provide supporting documents including:

- a copy of public liability insurance or quote for public liability insurance (to be taken up following the approval of the grant) 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. You can't ask the City to fund this insurance as part of your grant
- a copy of your organisation's constitution including a statement of purpose and organisational structure for a social enterprise or a not-for-profit organisation without charity or deductible gift recipient status
- detailed project plan (multi-year plan for multi-year applications)
- letters of support from any community or local business partners if relevant
- a list of any community members or businesses who'll be involved in the proposed project
- case studies of previous projects if relevant.

If you're applying online, allow plenty of time to upload your documents.

Support material for venue permission

- Evidence to demonstrate owner's consent for the use of 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.

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 for 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 and venue hire is also available.

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

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
- build the capacity of local Aboriginal and/or Torres Strait Islander owned or led organisations and businesses.

Assessment criteria

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

These are questions asked in the application that align with the criteria used at assessment stage:

Proposals of \$20,000 or less:

- Why are you doing this project and what will the results be?
- How will you deliver the project and what skills do you bring?
- Who in the community will engage and/or benefit? How will you do this?

Proposal of \$50,000 or less:

- Why is there a need for the project and what are the proposed outcomes?
- What is your experience in delivering projects?
- How have you included the local diverse community and how will they benefit and/or being engaged?
- How does the project rate against the funding priorities?

Multi-year applications must demonstrate the benefit of City of Sydney support including long-term sustainability.

Eligibility

Individuals and sole traders 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.

Proof of Aboriginality requirement

To be eligible for this fund, Aboriginal or Torres Strait Islander individuals, sole traders and 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.

Grants and sponsorship programs guidelines

Aboriginal and/or Torres Strait Islander businesses 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.

How to apply

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

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 and winter rounds

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

Funding available

Cash funding from \$10,000 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 and 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 Aboriginal and Torres Strait Islander communities and culture
- 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.

Assessment criteria

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

These are questions asked in the application that align with the assessment criteria used at assessment stage:

Proposals of \$20,000 or less:

- Why are you doing this project and what will the results be?
- How will you deliver the project and what skills do you bring?

Grants and sponsorship programs guidelines

- Who in the community will engage and/or benefit? How will you do this?

Proposal of \$50,000 or less:

- Why is there a need for the project and what are the proposed outcomes?
- What is your experience in delivering projects?
- How have you included the local diverse community and how will they benefit and/or being engaged?
- How does the project rate against the funding priorities?

Our diverse communities include Aboriginal and Torres Strait Islander peoples, people experiencing or at risk of homelessness, young people, older people, people with disability, international students, culturally and linguistically diverse communities, women, LGBTIQ+ communities and low income earners.

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 auspicing organisation, we encourage you to choose one relevant to the sector and that can support the development of your proposal.

For more information on eligibility see the [eligibility 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, provide opportunities for creative participation, enliven public spaces and strengthen the sustainability and capacity of our cultural and creative industries.

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 from \$10,000 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 and venue hire is also available.

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

We support fair pay to the artists and creative professionals working on funded projects, including child performers. Fees for artists and creative workers should be clearly included in your application budget and you're encouraged to set these fees in line with industry standards.

Funding priorities

Our funding will prioritise projects that:

- promote local culture and stories
- explore aspects of Sydney's history
- celebrate and acknowledge Aboriginal and/or Torres Strait Islander communities and culture
- represent the cultural and social diversity of our communities
- increase access to creativity and culture for our communities
- encourage cultural organisations and artists to locate and operate in Sydney
- 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

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

These are questions asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
 - What is your experience in delivering projects?
 - How have you included the local diverse community and how will they benefit and/or being engaged?
 - How does the project rate against the funding priorities?
-

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 more information on eligibility see the [eligibility 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.

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 only

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 and venue hire is also available.

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

Funding priorities

Our funding will prioritise projects that:

- 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 economy
- build the skills and capacity of our diverse communities to increase economic participation
- advocate on key industry issues on behalf of local businesses
- promote 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

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

These are questions asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
 - What is your experience in delivering projects?
 - How have you included the local diverse community and how will they benefit and/or being engaged?
 - How does the project rate against the funding priorities?
-

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
-

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.

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.

Funding support

Residential apartment buildings

- NABERS energy and water ratings supported with an action plan
- Energy, water and waste assessments
- Renewables feasibility assessments
- Building electrification assessment, including electric vehicle charging.

Accommodation buildings, including hotels, hostels and serviced apartments

- NABERS energy and water ratings, and waste verification supported with an action plan
- Green Star performance rating
- EarthCheck certification
- Eco-tourism certification
- Energy, water and waste assessments
- Renewables feasibility assessments
- Building electrification assessment, including electric vehicle charging
- 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 \$15,000 is available for each project.

For-profit organisations are required to match the funding requested with cash. Value-in-kind won't be accepted.

Funding priorities

Our funding will prioritise projects that:

- drive existing residential buildings to be resource efficient and achieve net zero emissions
- enable buildings in key sectors to improve their environmental performance.

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

Assessment criteria

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

These are questions asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
 - What is your experience in delivering projects?
 - How does the project rate against the funding priorities?
-

Eligibility

The owners corporation of a residential building or owner of a building in the accommodation sector in the City of Sydney’s local area can apply.

These organisations can apply:

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

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

Not eligible for funding

- Capital expenditure or capital works
- Sole traders and government departments and agencies
- New buildings
- Commercial office or entertainment building types
- For-profit organisations that don’t match cash funding for the project
- A NABERS rating mandated by government including under the commercial building disclosure scheme at point of sale or lease.

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.

Festivals and events sponsorship

We provide support for festivals and events under 2 tiers:

Tier 1 – General festivals and events

Tier 2 – Major festivals and events

Key dates

Applications open: Summer and winter round

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

Tier 1 – General festivals and events

Overview

This grant program supports local festivals and events that celebrate, develop and engage the city's 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.

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

For-profit organisations are required to match the funding requested with cash. Value-in-kind won't be accepted.

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

The City of Sydney wants to support applicants to provide fair pay to the artists and creative professionals working on funded projects, including child performers. Fees for artists and creative workers should be clearly included in your application budget and you are encouraged to set these fees in accordance with industry standards.

Funding priorities

Our funding will prioritise festivals and events that:

- celebrate and acknowledge Aboriginal and Torres Strait Islander communities and culture
- 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

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

These are questions asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
 - What is your experience in delivering projects?
 - How have you included the local diverse community and how will they benefit and/or being engaged?
 - How does the project rate against the funding priorities?
-

Tier 2 – Major festivals and events

Overview

This sponsorship program supports major festivals and events that bring significant economic, social and cultural impact to Sydney. Sponsorships provide support for significant and/or recurring festivals or events with a proven track record, which have a recognised brand and the capacity to achieve results across multiple strategic priorities.

Funding available

\$100,000 or more a year. Funding is available for up to 4 years in this funding tier.

Value-in-kind in the form of street banner and venue hire fee waiver, and other negotiated City of Sydney services and resources. Not-for-profit organisations are also eligible for a 25% reduction on equipment hire fees at Landmark Venues (for equipment owned by the City of Sydney).

Major festivals and event sponsorships will usually include both cash and value-in-kind contributions.

For-profit organisations are required to match the funding requested with cash (value-in-kind will not be accepted) and are not eligible for street banner value in kind.

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

The City of Sydney wants to support applicants to provide fair pay to the artists and creative professionals working on funded projects, including child performers. Fees for artists and creative workers should be clearly included in your application budget and you are encouraged to set these fees in accordance with industry standards and/or awards.

Funding priorities

Major festivals and events must contribute to at least 3 of the following priorities:

- Celebrate and acknowledge Aboriginal and Torres Strait Islander communities and culture
- Strengthen social inclusion, enable connectedness and reduce social isolation
- Support the visitor economy through attractions, events and promotion
- Attract intrastate, interstate or international visitation and investment in Sydney
- Represent the cultural and social diversity of our community
- Activate local precincts with creative programming
- Encourage cultural organisations and artists to locate and operate in Sydney.

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

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

These questions are asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
 - What is your experience in delivering projects?
 - How have you included the local diverse community and how will they benefit and/or being engaged?
 - How does the project rate against the funding priorities?
 - What is the track record evidence, organisational viability for multi-year funding, large scale audience and market reach, and national or international brand awareness?
-

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 organisations can apply for tiers 1 and 2:

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

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

- Individual auspiced by an Eligible Not For Profit Organisation

- Sole traders

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.

Not eligible for funding

Funding is not available for:

- operational costs or overheads for the core business of an organisation
- fees and charges associated with event teams at landmark venues
- projects that directly breach the eligibility and ethics framework or existing City of Sydney policies.

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

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.

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

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

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

Key dates

Applications open: Summer and winter round

For relevant dates see the timing section and [cityofsydney.nsw.gov.au/grants-sponsorships](https://www.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 2 years).

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

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

Assessment criteria

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

These questions are asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
- What is your experience in delivering projects?
- How have you included the local diverse community and how will they benefit and/or being engaged?
- How does the project rate against the funding priorities?

Our diverse communities include Aboriginal and Torres Strait Islander peoples, people experiencing or at risk of homelessness, young people, older people, people with disability, international students, culturally and linguistically diverse communities, women, LGBTIQ+ communities and low-income earners.

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 2 years).

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

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

Assessment criteria

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

These questions are asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
- What is your experience in delivering projects?
- How have you included the local diverse community and how will they benefit and/or being engaged?
- How does the project rate against the funding priorities?
- What evidence of partnerships with local community organisations and networks can you provide?

Our diverse communities, include Aboriginal and Torres Strait Islander people, people experiencing or at risk of homelessness, young people, older people, people with disability, international students, culturally and linguistically diverse communities, women, LGBTIQ+ communities and low-income earners.

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

Grants and sponsorship programs guidelines

- Government Entity

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 auspicng organisation, we encourage you to choose one that is relevant to the sector and can support the development of the proposal.

Not eligible for funding

Funding is not available to:

- for-profit organisations, sole traders and government departments and agencies
 - projects that breach the eligibility and ethics framework or existing City of Sydney policies
 - projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies.
-

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.

Innovation and ideas grant

Overview

This grant program supports projects that foster innovation, showcase local expertise and test new ideas to address local and global issues across the social, cultural, sustainability and business sectors.

Funding can support:

- research and feasibility studies relating to the funding priorities listed below
 - pilot projects that test 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 and platforms that support sector development
 - ideas that explore the circular economy.
-

Application process

Before submitting your application, you can submit your idea for feedback. Stage 1 is an ideas form to pitch the initial thinking and concept behind your application, followed by stage 2 when you submit a formal application. You can submit an idea form all year round. Formal applications can only be submitted during the fixed dates for the summer and winter grant rounds.

Stage 1 – Ideas form (optional)

To receive guidance in this program, you're invited to first submit a form outlining your idea.

- The ideas form is an opportunity for you to submit your initial thoughts or concept for feedback. This isn't an assessment for funding and positive feedback doesn't guarantee funding.
- One of our specialist team members will review your pitch. You can expect some feedback about how to develop your project, partners you should work with and your best options for funding.
- The ideas form should be submitted at least 6 weeks prior to funding rounds.

Stage 2 – Formal application

- A formal application should be submitted as part of the summer or winter grants round.
- It's likely to be informed by feedback you received in stage 1.

You can apply directly to the innovation and ideas grants program without first submitting a stage 1 ideas form. But the ideas form and feedback process is designed to help finetune your application and find the best grant program to suit you.

Key dates

Ideas form submission: Open all year round

Applications open: Summer and winter 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 a year is available, for a one-year program or multi-year funding (up to 3 years).

For-profit organisations are required to match funding 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 venue hire is also available.

Funding priorities

Our funding will prioritise innovative projects that contribute to making Sydney:

- a leading environmental performer
- equitable and inclusive
- more resilient and diverse
- thrive culturally and creatively
- a place with a transformed and innovative economy.

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.

Assessment criteria

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

These are questions asked in the application that align with the assessment criteria used at assessment stage:

- Why is there a need for the project and what are the proposed outcomes?
 - What is your experience in delivering projects?
 - How have you included the local diverse community and how will they benefit and/or being engaged?
 - How does the project rate against the funding priorities?
-

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

Grants and sponsorship programs guidelines

- Co-operative
- Trustee of a Trust

Not eligible for funding

- Operational costs or overheads for the core business of an organisation
- Projects that copy existing services
- Projects that breach the eligibility and ethics framework or existing City of Sydney policies.

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.

Quick response grant

Overview

This grant program supports small scale, community-led projects that encourage communities to improve, enhance, represent or celebrate their local neighbourhoods.

Key dates

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

Successful candidates will be notified within 8 weeks of applying.

Project start date should begin at least 8 weeks after the application submission date.

Activities should take place within 12 months of the project start date.

Funding available

Cash funding up to \$5,000 for individuals.

Cash funding up to \$10,000 for organisations.

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

Individual applicants can apply for up to \$5,000 worth of capital expenditure or equipment purchase, while organisations can apply for up to \$10,000 worth of capital expenditure or equipment.

You can include the cost of necessary insurance in your application.

Funding priorities

- Priority communities and those with the greatest need
- Individuals and teams participating in sporting, academic, cultural or environmental fields
- Resilience and readiness of diverse communities to respond to shocks
- Sustainability and environmental projects such as community gardens, green roofs and walls, urban ecology and green workshops
- Cultural projects such as cultural workshops and community art projects
- Minor capital works, equipment upgrades and acoustic upgrades for cultural venues
- Local civic activities and events
- Essential support for community, cultural and sustainability projects.

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

See the '[what the assessment criteria means](#)' section for further information. These are questions asked in the application that align with the assessment criteria used at assessment stage:

- Why are you doing this project?
 - How will you deliver it?
Who will benefit?
-

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.

Sole traders and people without an ABN can apply for up to \$5,000.

- Partnership
- Individual

Up to \$10,000 can be granted to not-for-profit organisations and applicants sponsored or supported by a not-for-profit.

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

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

Not eligible for funding

- For-profit organisations and government departments and agencies including schools
 - Ongoing project, event or program funding
 - Operational costs or overheads for the core business of an organisation
 - Projects that duplicate existing services
 - Projects that breach the eligibility and ethics framework or existing City of Sydney policies.
-

How to apply

Applications for grants and sponsorship must be completed online.

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 not-for-profit and for-profit 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.

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 number 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

- 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 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:

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

Not eligible for funding

- Unincorporated community groups
 - Individuals
 - Government departments and agencies
 - 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
 - Projects that breach the eligibility and ethics framework or existing City of Sydney policies.
-

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

Grants and sponsorship programs guidelines

- Funds won't be released until a construction certificate is issued for the development
 - We will seek to secure the use by a method such as a registered positive covenant on the land used for the project
 - 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.
-

Further conditions

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.

Subsidised 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.

How to apply

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

Venue hire support grant

Overview

The City of Sydney owns venues available for hire. The venue hire support grants and sponsorship 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 to learn if a venue is available.

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 submission date.

Support available

Support is available in the form of one-off or multi-year 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

- Why is there a need for the project and what are the proposed outcomes?

- What is your experience in delivering projects?
 - How have you included the local diverse community and how will they benefit and/or being engaged?
 - How does the project rate 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.

Applicants working with an auspicing organisation are encouraged to choose an organisation that is relevant to the sector and can support the development of the proposal.

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

Community venues

These individuals and organisations can apply:

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

Landmark venues

These individuals and organisations can apply:

- Eligible Not For Profit Organisation
 - Incorporated Association
 - Individual auspiced by an Eligible Not For Profit Organisation
 - Corporation facilitating the event of an Eligible Not For Profit Organisation
-

Not eligible for funding

- Government agencies and departments
 - Fees and charges associated with event staffing at venues
 - Projects that breach the eligibility and ethics framework or existing City of Sydney policies.
 - 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 must meet all standard conditions of hire 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

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

Street banner sponsorship

Overview

The City of Sydney has up to 1500 banner poles available for hire. This sponsorship provides banner pole hire fee waiver 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.

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

Not eligible for funding

- For-profit organisations, including small businesses, sole traders, individuals or private commercial ventures
- Government departments and agencies, excluding cultural institutions
- Applicants that have been funded under the same program in the past 12 months
- Projects that breach the eligibility and ethics framework or existing City of Sydney policies
- Projects that have already received funding from a different 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

Contact the grants team on 02 9265 9333 or email communitygrants@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.

You must demonstrate that payment of commercial rents would cause financial hardship leading to a reduction or withdrawal of services.

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 or licence 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

- 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 departments and agencies

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

Not eligible for funding

- Unincorporated community groups
- Individuals
- Projects that breach the eligibility and ethics framework or existing City of Sydney policies.

How to apply

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

Sign up for accommodation grants notifications at confirmsubscription.com/h/j/C601462D618DBDC8.

Creative live/work spaces grant

Overview

The City of Sydney has a small number of residential properties. Under this grant, we lease residential properties to artists and creative practitioners to live and work in central Sydney at below market rental.

This program is offered in response to the challenges artists and creative practitioners face in obtaining affordable inner-city housing and creative facilities. It provides support for up to 18 months, limited by specific lease terms.

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.

Funding priorities

Our funding will prioritise applications that show increased opportunity for and awareness of creative practitioners to live and work in central Sydney.

We'll also prioritise strengthened local cultural sector connections and networks.

We encourage applications from Aboriginal and/or Torres Strait Islander artists and creative practitioners.

Assessment criteria

- Artistic merit, experience and qualifications, professional development aspirations
- Suitability of the creative practice for the creative live/work space and experience of collaborative working
- Evidence of need for the opportunity and how this will assist your creative growth
- Ability to occupy the property by the specified date
- How the project aligns with the funding priorities.

Eligibility

This program is open to all individuals working in the creative industries. This includes visual arts, product design, fashion design, visual communication/graphic design, performing arts, photography, music and creative writers.

You must be 18 years or older and be a citizen or permanent resident.

Only individuals can apply.

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

Not eligible for funding

- Any organisations or government departments and agencies
 - Projects that breach the eligibility and ethics framework or existing City of Sydney policies.
-

How to apply

Opportunities are published on our website and email newsletters as facilities 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 from a minimum of one month.

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/j/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.

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.

We'll also look at how payment of commercial rents would cause financial hardship and affect services.

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

Not eligible for funding

- Individuals
 - Government departments or agencies
 - Projects that breach the eligibility and ethics framework or existing City of Sydney policies.
-

How to apply

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/j/F41B9C0BDBB5B36C

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	<p>An incorporated organisation who receives, administers and releases our funding on behalf of an applicant.</p> <p>The auspice is required to:</p> <ul style="list-style-type: none"> enter into a funding 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 funds during the project. <p>Ideally the auspice will have the technical skills to guide and support the applicant in the project, while acknowledging project decisions remain with applicant.</p>
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	<p>Child-related work (including voluntary work) is:</p> <ul style="list-style-type: none"> - 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. <p>As defined by the <u>Child Protection (Working with Children) Act 2012</u> and <u>Regulation 2013</u></p>
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.
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.

Grants and sponsorship programs guidelines

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 park hire, venue hire, banner pole hire, or workspace accommodation.
Vulnerable or priority communities	Vulnerable communities are groups that are at higher risk of experiencing barriers to social, economic, cultural, political and environmental resources, services and support.

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.
Trustee of a Trust	An Individual, Individuals 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.

Grants and sponsorship programs guidelines

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).

