



Grants and sponsorship program guidelines

February 2021

CITY OF SYDNEY 

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Introduction

The City of Sydney has 17 grants and sponsorship programs to support initiatives and projects that build the social, cultural, environmental and economic life of our city. These provide financial and in-kind support for a diverse range of activities.

Our grants and sponsorship programs are highly competitive, so please read these guidelines before applying.

We also hold information sessions during the year. We encourage you to come to an information session or speak with our staff before applying.

The grants and sponsorship policy provides the framework and objectives for each program. In the event of any inconsistency between the policy and these guidelines, the policy will prevail.

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

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

Funding and timing

Funding table

Program	Funds
Cultural and creative grants and sponsorship	\$5,000 up to \$50,000 Multi-year funding available
Festivals and events sponsorship (artform / village and community)	New village and community festivals and events up to \$30,000 Established or other festivals and events negotiated on consultation Multi-year funding available
Business support grant (place and industry)	Matched funding negotiated on consultation Multi-year funding available
Business support grant (live music and performance)	Matched funding up to \$30,000
Business support grant (night-time diversification)	Matched funding up to \$30,000 Multi-year funding available
Commercial creative and business events sponsorship	Negotiated on consultation Multi-year funding available

Program	Funds
Environmental performance grant – innovation	Matched funding up to \$20,000 for feasibility studies Matched funding up to \$80,000 for demonstration projects
Environmental performance grant – ratings and assessment	Up to \$15,000 per building dependent on the sector and rating
Community services grant	From \$5,000 up to \$50,000 Multi-year funding available
Affordable and diverse housing fund	Generally up to \$3,000,000 per development
Knowledge exchange sponsorship	From \$5,000 up to \$40,000 Multi-year funding available
Quick response grant	Up to \$2,000
Matching grant	Matched funding up to \$10,000
Accommodation grant	Reduced rate rent
Creative spaces grant	Reduced rate rent – up to four years
Short term empty properties grant	Nominal rent – up to one year

Grants and sponsorship program guidelines

Program	Funds
Venue hire support grant and sponsorship	Reduced rate venue hire
Street banner sponsorship	Up to 200 banners for 2 weeks per year

For the quick response grant, creative spaces grant and short-term empty properties grant, Council approves the criteria and monetary limit for these grant programs. The CEO determines whether applications are consistent with the policy criteria and monetary limits.

For the venue hire support grants and sponsorship and street banner sponsorship programs, approval to waive or reduce fees will be consistent with categories approved by Council in the revenue policy, by staff with delegated authority.

Timing

Round timings

Dates are subject to change, check the City's website for any updates and subscribe to the grants and sponsorship newsletter to stay informed cityofsydney.nsw.gov.au/grants-sponsorships.

Round timings table

	Round 1	Round 2
Open to applications	24 February 2021	19 July 2021
Closed to applications	5pm on 29 March 2021	5pm on 23 August 2021
Assessment report presented to council	mid 2021	late 2021
Project timeframe	1 July 2021 – 30 June 2022	1 January 2022 – 31 December 2022

Programs timing

Cultural and creative grants and sponsorship

- This grant is open for application in round 1.

Festivals and events sponsorship (artform/village and community)

- This grant is open for application in round 1 and round 2.

Business support grant – (live music and performance/ night-time diversification)

- This grant is open for application in round 1 and round 2.

Business support grant – (place and industry)

- This grant is open for application in round 1.

Commercial creative and business events sponsorship

- Requests for this grant are received all year round.

Environmental performance – innovation grant

- This grant is open for application in round 1 and round 2.

Environmental performance – ratings and assessment grant

- This grant is open for application in round 1 and round 2.

Community services grant

- This grant is open for application in round 1.

Affordable and diverse housing fund

- Requests for this grant are received all year round.

Knowledge exchange sponsorship

This grant is open for application in round 1 and round 2.

Quick response grant

- Requests for this grant are received all year round.

Matching grant

- This grant is open for application in round 1 and round 2.

Accommodation grant

- Applications are taken as properties become available.

Creative spaces grant

- Applications are taken as properties become available.

Short-term empty properties grant

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- Applications are taken as properties become available.

Venue hire support grant and sponsorship (landmark and community venues)

- Requests for this grant are received all year round.

Street banner sponsorship

- Requests for this grant are received all year round.

Eligibility

Eligibility classifications

Our grants program receives grant applications from many types of applicants, including:

- not-for-profits, including registered charities and social enterprises structured as:
 - companies
 - cooperatives (non-distributing)
 - foundations
 - incorporated associations
 - Indigenous corporations
 - partnerships
 - trusts, including charitable trusts
- for-profits structured as:
 - companies
 - co-operatives (distributing)
 - Indigenous corporations
 - partnerships
 - trusts
- sole traders
- individuals
- owners corporations (strata and company owned)
- unincorporated community groups.

We may also accept applications from government departments and agencies as appropriate.

For further information about who can apply for our grants and sponsorships see [eligible entities](#).

Not-for-profits including registered charities and social enterprises must be able to demonstrate they are properly constituted with a statement of purpose and an organisational structure.

An individual from an unincorporated community group applying without an auspice must be willing to sign any funding agreement on the group's behalf.

For more information on each applicant type see the [definitions section](#).

Entities eligible for funding under each program

Applicant eligibility is determined by your ABN registered entity. The detailed entity types are listed under eligibility classifications above.

Cultural and creative grants and sponsorship

- not-for-profits, for-profits, sole traders (auspice required), individuals (auspice required) and unincorporated community groups (auspice required).

Festivals and events sponsorship (artform)

- not-for-profits, for-profits, sole traders (auspice required), individuals (auspice required) and unincorporated community groups (auspice required).

Festivals and events sponsorship (village and community)

- not-for-profits, for-profits, sole traders (auspice required), individuals (auspice required) and unincorporated community groups (auspice required).

Business support grant – live music and performance

- not-for-profits, for-profits and sole traders.

Business support grant – night-time diversification

- not-for-profits, for-profits and sole traders.

Business support grant – place and industry

- not-for-profits (members based with an economic focus).

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Commercial creative and business events sponsorship

- Not-for-profits and for-profits.

Environmental performance grants

- Not-for-profits, for-profits and owners corporations (strata & company owned). Further limitations apply, see program details.

Community services grant

- Not-for-profits, individuals (not-for-profit auspice required) and unincorporated community groups (not-for-profit auspice required).

Affordable and diverse housing fund

- Not-for-profits and for-profits.

Matching grant

- Not-for-profits, for-profits, sole traders, individuals (auspice required), unincorporated community groups and owners corporations (strata & company owned).

Knowledge exchange sponsorship

- Not-for-profits and for-profits.

Quick response grant (event representation and emergency support)

- Not-for-profits, individuals and unincorporated community groups.

Quick response grant (strategic priorities)

- Not-for-profits, for-profits, sole traders, individuals and unincorporated community groups.

Accommodation grant

- Not-for-profits and for-profits.

Creative spaces grant

- Not-for-profits, for-profits, sole traders and unincorporated community groups.

Short term empty properties grant

- Not-for-profits, for-profits and sole traders.

Venue hire support grants and sponsorship (landmark venues)

- Not-for-profits, individuals (not-for-profit auspice required) and for-profit event management organisations are eligible to apply where they are facilitating an eligible not-for-profit's event.

Venue hire support grants and sponsorship (community venues)

- Not-for-profits, individuals (not-for-profit auspice required) and unincorporated community groups.

Street banner sponsorship

- Not-for-profits.

General eligibility

To be eligible for funding, applicants must:

- acquit any previous City of Sydney grants or sponsorships and have no outstanding debts of any kind to the City of Sydney
- meet the grant program eligibility criteria stated in these guidelines
- demonstrate the grant will be used for a purpose in the public interest
- demonstrate capacity to deliver the project
- be financially viable.

Applications must demonstrate the project's benefits to the City of Sydney local community in the context of the grant program outcomes in this policy. An applicant applying for a grant must operate within the local government area and/or be able to show the proposed project benefits the local community and economy. Proposed projects should show adequate consideration of any environmental impacts and benefits. You may be required to show commitment and initiatives taken by your organisation to improve environmental performance.

General exclusions and ineligibility

The City of Sydney does not provide grants and sponsorships for projects that:

- duplicate existing services or programs
- have already occurred (no retrospective funding)
- do not meet the identified priority needs of the City of Sydney area
- directly contravene existing City of Sydney policies.

Grants and sponsorships do not cover:

- general donations to charities, but we may provide grants to specific charity projects
- activities that could be perceived as benefiting a political party or party political campaign
- overtly religious activities that could be perceived as divisive within the community

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- waiver of fees of development applications, health inspection fees, health approvals, street closures and other approvals and other similar statutory charges
- City of Sydney staff in their capacity as individuals, although they may participate and contribute to projects in their local communities.

We do not provide in-house design, printing and distribution services, or cleansing and waste services for events. However, organisations may apply for funding to undertake these activities themselves.

Applicants are encouraged not to include budgets with an auspice/administration fee greater than 10% of the City of Sydney's contribution.

Application support

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 support** – call 02 9265 9333 or email cityconciierge@cityofsydney.nsw.gov.au
- **Briefing sessions** – for applicants to learn about the grants and sponsorship programs and ask questions to our staff.
- **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 verbal applications are available for Aboriginal and Torres Strait Islander applicants, people with disabilities and culturally and linguistically diverse applicants.

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

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

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 Σίδνεϊ 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.

Grants management process

Application

Applications for grants and sponsorship are completed online. Application forms are available once the grant round opens. See cityofsydney.nsw.gov.au/grants-sponsorships.

For programs open throughout the year, online forms are available on request after you discuss your project concept with our grants staff.

Applications must be submitted by the due date at 5pm AEST (or AEDT if applicable).

We do not accept submissions after the cut-off time and date unless there are exceptional circumstances as determined by our grants manager and supported by appropriate documentation.

You are responsible for choosing the most appropriate program to apply for. Your application must be well-developed, address all the criteria and answer all compliance questions. It must include documentary evidence and support as required.

We encourage you to speak to us before applying.

After we receive your application, we may advise you if your project or program is better suited to a different grant or sponsorship. If this is the case, we'll discuss this with you and provide you with an appropriate timeframe to complete a new application.

Assessment

All applications are assessed by at least three relevant City of Sydney staff members. Some

applications may be assessed by external parties with professional expertise that benefit the assessment process.

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 your application is unsuccessful, you can seek feedback from our staff.

Approval

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

In limited circumstances, the CEO can approve certain grants and sponsorship programs consistent with our policies, including the grants and sponsorship policy, selection criteria and monetary limitations.

Any waiver or reduction of fees or charges is done in line with our revenue policy by staff with delegated authority.

Approval of a grant or sponsorship does not imply that the City of Sydney has given any other consent.

Applicants should note that many 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 cannot be obtained, we may revoke the grant or sponsorship.

Notification process

We will notify you in writing of the outcome of your application within 10 days after approval.

Details of the status of approval can also be found in the Council meeting minutes, which are listed on the website within the week of Council approval.

Matched funding

We value and recognise the importance of applicant cash and in-kind contributions. Applicants that demonstrate a commitment to the project through either cash or volunteer support are considered favourably.

We may match cash with these types of contributions:

- in-kind contributions such as donated supplies, materials or services
- volunteering time such as labour, set up and pack down, and meeting time to identify, plan and implement projects
- direct cash input to the project through donations or income generated
- funds raised through crowd funding platforms.

Details on the programs that require cash and in-kind matched funding are in the description for each program.

We accept applications for projects that seek to raise their cash contribution using crowdfunding platforms. You have three months to raise the funds after you receive our grant approval notice. A funding agreement will only be finalised after the funds have been raised. If the funds are not raised within three months, the grant will lapse and we will reallocate funds to the grants and sponsorship budget.

Funding agreements and negotiation

We finalise funding agreements with successful applicants within five weeks of Council approval. You must enter into a funding agreement with us before funds are released and before the project can start.

We will negotiate this agreement with you. The agreement will include:

- 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
- specific performance criteria for each project – these should be provided when applying and can be negotiated when finalising the agreement
- sponsorship benefits you will provide the City in return for the sponsorship
- a payment schedule
- the deadline for submission of the project acquittal.

If you fail to finalise the contract within one month of receiving the draft contract from us, we reserve the right to withdraw the grant or sponsorship.

Payments arrangements

Once contracts are finalised, payments are processed with a standard 30-day turnaround time from the invoice date. Payments are not processed before the timeframes stipulated in the funding agreement. If you need the funds sooner due to project deliverables, please contact the grants team to enquire if an urgent payment can be made.

Reporting and monitoring

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

You may be asked to provide further documentation and evidence of expenses.

We may audit grant recipients.

If the grants or sponsorship is valued at more than \$20,000, we may request you provide audited financial statements on acquitting the project.

Final reports must be submitted no later than one month after the agreed completion date of the project as stated in the funding agreement unless otherwise agreed.

Evaluation and learning framework

We invite feedback at the end of each application and after the acquittal form has been completed. This helps us improve future grants and sponsorship programs and processes.

We use this feedback to:

- measure the degree to which stated outcomes are being achieved
- provide a transparent methodology and process for continuous improvement
- build evaluative capacity of City of Sydney staff and grant recipients
- inform and shape future grants and sponsorship programs.

The framework includes analysing qualitative and quantitative data within and across programs. The overall findings are shared with future grant applicants.

Legislative framework

The grants and sponsorships program is governed by the legislative framework below.

The Local Government Act 1993, s356, states:

1. A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
2. A proposed applicant who acts for private gain is not ineligible to be granted financial assistance, but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
3. However, public notice is not required if:
 - a. the financial assistance is part of a specific program, and
 - b. the program's details have been included in the council's draft management plan for the year in which the financial assistance is proposed to be given, and
 - c. the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and

- d. the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.
- e. public notice is also not required if the financial assistance is part of a program of graffiti removal work.

More information

For more information see cityofsydney.nsw.gov.au/grants-sponsorships, email cityconcierge@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 and speak with our staff before applying.

Grantmaking principles and ethics

We use the principles below when providing financial and value-in-kind assistance.

Providing outcomes that align with Sustainable Sydney 2030

All grant and sponsorship program outcomes should align with Sustainable Sydney 2030, and City of Sydney strategies such as the economic development strategy, Open Sydney strategy and action plan, cultural policy and action plan, social sustainability policy, environmental strategy and action plan and Eora Journey economic development. Applications that meet multiple areas of our strategies will be favourably considered.

Partnership

We build and maintain constructive relationships based on mutual respect and transparency with applicants and recipients. We value the resources and skills that individuals, communities and businesses bring to the grant partnership. Applicants that demonstrate a commitment to the project are considered favourably. Resources can be in the form of cash, volunteer time, donated materials, other grant sources, and funds raised through crowd funding platforms. The City partners with a variety of types of organisations to deliver on its objectives. This includes funding for-profit organisations who show they are best placed to provide public benefit and meet the relevant grant program outcomes.

Diversity and access

Sydney is a diverse community comprising of people from 200 nationalities who form bonds around identity, interests and place. We encourage applications from across the community, including people from diverse ethnic and cultural groups, people of all ages, people of all sexual orientations and gender identities and people with disability. You can find information at our community centres and venues, libraries, and city spaces, and on our website and social media pages. Our online applications comply with accessibility requirements WCAG 2.0 AA. For more information on accessibility see australia.gov.au/accessibility.

Value for money

We seek to obtain the best mix of grants to meet the needs of the community and business and maximise outcomes for the local government area. We support projects that represent good value for the level of cash or value-in-kind support requested and do not duplicate existing services or grants provided by other organisations. Through efficient grant management processes, we seek to minimise administration costs for the City of Sydney and for grant applicants and recipients.

Good governance

We commit to decision making in the public interest, and effective and efficient grant management.

Application forms and acquittal requirements depend on the size of the grant and its expected outcomes.

As part of our commitment to continuous improvement, we ensure there are opportunities for feedback on our grant processes. We support you evaluating your projects in line with our evaluation and learning framework.

Transparency

We ensure our grant processes are transparent and fair. Applications are assessed objectively against the assessment criteria listed in these guidelines. All conflicts of interests are declared and addressed as part of this process.

Child protection

Where an application involves working with children and young people, you must attach a copy of your organisation's child protection policy to the application. If you do not have a formal child protection policy, you must outline how you intend to comply with child protection and working with children legislation.

Eora journey

We are committed to enhancing and supporting the economic prosperity of Aboriginal and Torres Strait Islander peoples and organisations through our grants program.

Organisations applying for grants are encouraged to engage Aboriginal and Torres Strait Islander businesses into all aspects of their supply chain in the planning, delivery and implementation of their event or production.

Climate emergency

The City of Sydney has declared a climate emergency. Our council has adopted a climate emergency response plan that outlines key actions to reduce environmental impact.

Organisations are to ensure that any events or programs funded through a City of Sydney grant are delivered in an environmentally sustainable way. Please see our [sustainable event guidelines](#)

cityofsydney.nsw.gov.au/guides/sustainable-event-guidelines and [guidelines for single use items](https://cityofsydney.nsw.gov.au/guides/reducing-waste-events-services-single-use-items) cityofsydney.nsw.gov.au/guides/reducing-waste-events-services-single-use-items for information on how to reduce waste from events and services.

Organisations are also encouraged to reduce the carbon impact of their grant funded project and at a minimum purchase an appropriate amount of **GreenPower** to offset electricity consumed by their project.

Community recovery plan

The City of Sydney recently adopted the community recovery plan, a strategic plan for economic and social recovery from the Covid-19 pandemic. This plan gives direction to how we will work in partnership with our communities, businesses, the state government and other local governments to lay the groundwork for and support economic and social recovery in our city. The grants and sponsorship guidelines reflect the community recovery plan in each program's funding priorities.

Ethics framework

The City of Sydney does not support any activities or entities that unnecessarily:

- pollute land, air or water
- destroy or waste non-recurring resources
- market, promote or advertise products or services in a misleading or deceitful manner
- produce, promote or distribute products or services likely to be harmful to the community
- acquire land or commodities primarily for speculative gain
- create, encourage, or perpetuate militarism or engage in the manufacture of armaments
- entice people into financial over-commitment
- exploit people through the payment of below-award wages or poor working conditions
- unlawfully discriminate, or encourage unlawful discriminatory behaviour, including discrimination, on the basis of race, religion or sex in employment, marketing or advertising practices
- contribute to the inhibition of human rights generally.

Cultural and creative grants and sponsorship

Overview

This program supports projects and initiatives that provide opportunities for creative participation, enhance creativity in the public domain and strengthen the sustainability and capacity of our cultural and creative industries.

Key dates

This program has one round this year. For relevant dates see [the timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Funding is available in amounts from \$5,000 to \$50,000, for annual project funding or multi-year project funding (up to three years). Value-in kind in the form of street banners and venue hire fee waiver is available.

For-profit organisations requesting support must match the funding requested with cash. Value-in-kind is not considered a match contribution.

Recipients may need to provide sponsorship benefits back to the City of Sydney community in return for

funding. These benefits are negotiated case-by-case and can be up to the value of their funding provided.

For applications of \$20,000 and over, please contact our grants team on 02 9265 9333 to discuss your project and its alignment with these guidelines.

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- increased visibility and recognition of Aboriginal and Torres Strait Islander cultures
- public spaces activated with cultural and creative initiatives
- opportunities for creative practitioners to gain economic benefit or professional development
- opportunities for audiences, including the city's residents, workers and visitors, to engage with creativity, self-expression, learning and cultural participation
- increased visibility and understanding of the history, stories and character of the city and its villages through creative projects
- increased opportunities for access to live music and performance activity.

Funding priorities

Funding will support projects that contribute to achieving the objectives of the City's Cultural Policy and Action Plan 2014-2024. This includes:

- connection with Aboriginal and Torres Strait Islander identities and cultures
- increased participation in cultural and creative activities by
 - Aboriginal and Torres Strait Islander people
 - people with a disability
 - people from culturally and linguistically diverse backgrounds
- development of new work which has a clear connection to our place, histories and communities, as well as benefits to Sydney's artists or communities.

Assessment criteria

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- demonstrated need for the project and proposed outcomes
- quality of the project and creative personnel involved
- evidence of partnerships with other government agencies, business or community organisations
- capacity of the individual or organisation and its management
- evidence of a realistic budget with appropriate resourcing including payment of creative personnel where applicable (Note – We support the paying of creative personnel where possible and recognise that underpayment and non-payment affects incomes and career sustainability)
- other required supporting documentation ([see supporting documentation](#)).

Eligibility

To be eligible for funding, an applicant must offer a project within the local government area, or primarily

for the local community with a minimum of 75 per cent participants from the local government area.

These individuals and organisations can apply:

- not-for-profit organisations
- for-profit organisations
- sole traders, individuals or unincorporated community groups auspiced by a not-for-profit or for-profit that is eligible to apply in their own right.

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

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

Not eligible for funding

Funding is not available for:

- applications from for-profit organisations that do not provide evidence of matched cash funding for the project
- projects or phases of projects or programs that have already occurred or occur beyond the timeframes relevant to each round (for further information see [timing](#))
- projects that directly contravene the eligibility and ethics framework or City of Sydney policies
- capital expenditure over \$5,000 (equipment up to a cost of \$5,000 may be eligible)
- projects or programs that rely on recurrent funding from the City of Sydney
- permanent staffing costs or ongoing operational costs
- projects considered to be a festival or event.

More information

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

Also see our:

- creative city cultural policy and action plan 2014–2024 at cityofsydney.nsw.gov.au/strategies-action-plans/creative-city-cultural-policy-action-plan

Grants and sponsorship program guidelines

- live music and performance action plan at cityofsydney.nsw.gov.au/strategies-action-plans/live-music-and-performance-action-plan

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

Festivals and events sponsorship

Overview

This program supports festivals and events that celebrate, develop and engage the city's communities. Festivals and events make an important contribution to the economy and cultural ecosystem of the city, locally and internationally. They may provide forums to share knowledge, create opportunities for active community participation and celebrate the unique social and cultural character of a village.

We provide support for festivals and events under two categories:

- artform
- village and community.

Key dates

This program has two rounds this year. For relevant dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships.

Artform

Funding available – artform

Funding up to \$30,000 is available for a one-year program or a program of up to three years.

Funding for established or other festivals and events are negotiated on consultation.

We may, at our discretion, offer a multi-year funding sponsorship agreement based on demonstrated audience attendances, ongoing demand, the applicant's organisational and financial performance and the quality of its programs.

For-profit organisations requesting support must match the funding requested with cash. Value-in-kind is not accepted.

For applications of \$20,000 and over, please contact our grants team on 02 9265 9333 to discuss your project and its alignment with these guidelines.

This program includes value-in-kind support in the form of street banners and venue hire fee waiver for City of Sydney-owned facilities.

Applicants approved for the waiving of hire fees for Sydney Town Hall are advised that if a cancellation occurs within 90 days of the event, you must pay for 50% of the booking's value with cash, irrespective of any value-in-kind awarded by us.

Organisations supported under this program may be required to provide benefits back to the City of Sydney community in return for funding. These benefits are negotiated case-by-case and can be up to the value of funding provided.

Applicants organising outdoor events must consider their security needs, complete and upload the crowded places self-assessment tool, and review the guidance documents from Australian National Security at nationalecurity.gov.au. Depending on the outcome of the self-assessment tool, you may need to speak with NSW Police about the security needs of your event. Security costs to ensure your event is safe and accessible can be included in your budget as a request to us.

Grants and sponsorship program guidelines

Expected program outcomes – artform

Festivals and events can contribute to one or more of the outcomes below. Festivals and events seeking major multi-year support (over \$100,000 in cash and/or value-in-kind per year) must contribute to all of these outcomes:

- increased visibility and recognition of Aboriginal and Torres Strait Islander cultures
- improved sustainability for Sydney’s cultural sector through the creation of opportunities, such as employment or professional development, for local creative practitioners and cultural organisations
- development of new and diverse audiences, and opportunities for participation and attendance by City of Sydney residents, workers and visitors
- increased participation and accessibility for audiences through free or low cost opportunities
- increased visibility and understanding of the history, stories and character of the city and its villages through creative projects
- increased opportunities for international collaborations and knowledge sharing between visiting and local creative practitioners.

Funding priorities – artform

We prioritise artform-focused festivals and events that demonstrate:

- creative activation of public spaces, business or nightlife precincts and local neighbourhoods in the local area,
- employment opportunities for diverse local artists and inclusion of Aboriginal and Torres Strait Islander artists, organisations and businesses
- opportunities to connect diverse audiences to local culture including linguistically diverse audiences, people with a disability, low-income earners and communities experiencing hardship
- collaborations with local cultural and community organisations and businesses
- resource sharing and collaboration to maximise the use of existing infrastructure or create new or temporary cultural spaces
- innovative offerings that drive the visitor economy, with a focus on attracting residents from across Sydney, intrastate and interstate visitors

- ideas and initiatives for recovery from the impacts of the Covid-19 pandemic and how our city can be more resilient in the future.

Assessment criteria – artform

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- evidence of audience and/or community support for the festival or event and its proposed outcomes
- the quality and uniqueness of the artistic program and the appropriateness of the artists involved
- evidence of partnerships with other government agencies, business, community organisations or individuals
- the skills and experience of the organisation and its management relative to the size of the proposed project
- a realistic budget showing that the festival or event will be appropriately resourced, including payment of artist fees
- evidence of a program or event evaluation plan
- evidence that the event can grow to be self-sustainable
- relevance and outcomes specific to the City of Sydney local government area
- other required supporting documentation (for further information [see supporting documentation](#)).

Eligibility – artform

The applicant must offer a project within the City of Sydney local government area, or demonstrate benefits for the area’s residents, businesses, workers and/or visitors.

These individuals and organisations can apply:

- not-for-profit organisations
- for-profit organisations
- sole traders, individuals or unincorporated community groups auspiced by a not-for-profit or for-profit that is eligible to apply in their own right.

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.

Village and community

Funding available – village and community

Funding is available for a one-year program or a program of up to three years. New village and community festivals and events can apply for up to \$30,000. Funding for established or other festivals and events are negotiated on consultation.

We may, at our discretion, offer a multi-year funding sponsorship agreement based on demonstrated audience attendances, ongoing demand, the applicant's organisational and financial performance and the quality of its programs.

For-profit organisations requesting support must match the funding requested with cash. Value-in-kind is not accepted.

For applications of \$20,000 and over, please contact our grants team on 02 9265 9333 to discuss your project and its alignment with these guidelines.

This program includes value-in-kind support in the form of street banners and venue hire fee waiver for City of Sydney-owned facilities.

Applicants approved for the waiving of hire fees for Sydney Town Hall are advised that if a cancellation occurs within 90 days of the event, you must pay for 50% of the booking's value with cash, irrespective of any value-in-kind awarded by the City of Sydney.

Organisations supported under this program may be required to provide benefits back to the City of Sydney community in return for funding. These benefits are negotiated case-by-case and can be up to the value of funding provided.

Applicants organising outdoor events must consider their security needs, complete and upload the crowded places self-assessment tool, and review the guidance documents from Australian National Security at nationalecurity.gov.au. Depending on the outcome of the self-assessment tool, you may need to speak with NSW Police about the security needs of your event. Security costs to ensure your event is safe and accessible can be included in your budget as a request to us.

This year, priority areas include projects that address:

- activating public spaces and precincts, to drive footfall and spend on our high streets
- promoting community cohesion, connection and community resilience.

Expected program outcomes – village and community

Festivals and events can contribute to one or more of these outcomes:

- increased participation in community and civic life
- increased sense of identity, sense of belonging and connection to place
- strengthened social cohesion and diverse communities
- increased business patronage and economic benefit to the village or precinct
- strengthened local business and community connection
- increased community awareness of environmental issues and solutions.

Funding priorities – village and community

We prioritise festivals and events that:

- celebrate the spirit of a community and build opportunities to share its cultural characteristics with a wider public
- nurture and amplify the unique characteristics of the city and village precincts
- meet the City of Sydney's broader placemaking objectives and showcase local communities, including local business
- promote community awareness of environmental issues and solutions.

Assessment criteria – village and community

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- evidence of audience and/or community support for the festival or event and its proposed outcomes
- evidence of how the festival or event showcases the area's unique characteristics and identity
- evidence of ongoing economic benefit for local businesses in the village or precinct (if relevant)
- the quality of the program and appropriateness of the artists, businesses and/or partners involved (if relevant)
- evidence of the promotion of City of Sydney's sustainability, or walking and cycling programs and/or understanding of the strategies and

Grants and sponsorship program guidelines

- objectives of these programs as part of the event (if relevant)
 - evidence of partnerships with other government agencies, business, community organisations or individuals, particularly those in the local area
 - the skills and experience of the organisation, its management and any third party event management provider relative to the size and nature of the proposed project
 - a realistic budget showing that the festival or event will be appropriately resourced, including payment of contractor and artist fees
 - appropriate outcomes and performance measures identified
 - evidence of alternative or sustainable funding sources
 - evidence of accessibility and inclusivity
 - other required supporting documentation (see supporting documentation).
- applications from for-profit organisations that do not provide evidence of matched funding for the project.

More information

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

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

Eligibility – village and community

The applicant must offer a project within the City of Sydney local government area, or demonstrate benefits for the area's residents, businesses, workers and/or visitors.

These individuals and organisations can apply:

- not-for-profit organisations
- for-profit organisations
- sole traders, individuals or unincorporated community groups auspiced by a not-for-profit or for-profit that is eligible to apply in their own right.

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

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- projects that duplicate existing services
- capital expenditure over \$5,000 (equipment up to a cost of \$5,000 may be eligible)

Business support grant

Overview

This program fosters strong and sustainable local businesses by supporting initiatives that stimulate the city's precincts and the night-time economy. It provides matched support for businesses, property owners, not for profits, industry associations, local chambers of commerce and precinct associations.

It fosters local economic development by supporting projects that promote commercial and retail precincts, build capacity in business operators, strengthen business networks, increase business offerings and activity at night as well as the quantity and quality of live music and performance venues and programming.

Funding is available in three categories:

- live music and performance
- night-time programming
- place and industry

Live music and performance

Key dates – live music and performance

This program has two rounds this year. For relevant dates see the [timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available – live music and performance

Up to \$30,000 matched cash funding for capital improvements to premises associated with live music and performance and cultural production and participation. Applications requesting the maximum amount available must show how these

improvements will lead to significant benefit to the live music and performance industries.

Funds can go towards:

- acoustic improvements to help manage sound transfer from venues to surrounding properties
- investment in equipment or in-venue acoustics which improve audience experience
- works that facilitate the introduction of live music or performance programming, cultural or creative production, or significantly improve or expand existing programming and facilities
- works that improve the health and safety of audiences, performers and venue staff
- new performance spaces in existing retail, hospitality and nightlife businesses
- artist studios, rehearsal spaces and creative spaces in underused commercial property.

Funding is available to support all costs associated with capital improvement projects. This can include professional advice, equipment, mechanical plant, labour, building works, fittings or fixtures.

Applicants must match the funding requested with a financial contribution including hours worked equal to or greater than the funds requested. The type of capital improvement projects funded under this category assist premises to introduce, grow or enhance the quality and quantity of their live music and performance programming and creative spaces.

If you need development consent for your proposed activity, we may withhold all or a proportion of funding until you have received this. Our planning staff (duty planner or area planning manager) can advise if your project needs development consent.

Grants and sponsorship program guidelines

Expected program outcomes – live music and performance

Projects can contribute to one or more of these outcomes:

- more diverse business offerings and programming at night
- increased quantity and quality of live music and performance programming
- improved acoustic performance and suitability of live music and performance venues.

Funding priorities – live music and performance

Improvements to premises associated with live music and performance to grow the quality and quantity of programming.

Assessment criteria – live music and performance

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- evidence of the need, opportunity or demand within the community or within a specific venue
- capacity and experience of the applicant to undertake and appropriately promote the activities
- an appropriate degree of market research and informed business planning to support a financially sustainable live music or performance program
- demonstrated understanding of how development consent and any other permits will be obtained, if required
- a commitment to support any required safety or precinct amenity provisions (such as lighting, security and cameras) to ensure the activity is introduced in a safe and integrated way for patrons, staff and the community, if applicable
- commitment and capacity to match the cash investment of the grant
- provision of at least two quotes for proposed works, if appropriate
- required supporting documentation (for more information [see supporting documentation](#)).

Eligibility – live music and performance

To be eligible for funding an applicant must operate within the local government area or be able to demonstrate benefits for the area's residents,

workers and/or visitors. Applicants must also apply for projects located in the local government area.

An applicant must:

- be a not-for-profit, for-profit, or sole trader that is either:
 - a creative, retail, entertainment, tourism & accommodation or hospitality business
 - land owners wanting to activate vacant space for creative or night life uses
 - an arts/cultural operator based in the City of Sydney local government area.
- be the property owner or tenant of the property where the activity will take place provide proof of owner's consent.
- For more information on eligibility see the [eligibility section](#).

Night-time diversification

Key dates – night-time diversification

This program has two rounds this year. For relevant dates see the [timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available – night-time diversification

Up to \$30,000 matched cash funding for programming at night (6pm to 6am) to encourage increased variety of night-time business offerings and programmed activities in commercial precincts for a one or two-year program. Applications requesting the maximum amount available must show how this activity will lead to significant benefit to the night time economy.

Applicants must match the funding requested with a financial contribution (including hours worked) equal to or greater than the funds requested.

Funds can go towards:

- revitalising hospitality venues with new activities at night
- later trading premises – for example, opening hours for a book or fashion store extended to 10pm with additional programming such as book readings / fashion talks
- businesses offering a regular series of activities or special events – for example, styling sessions for

Grants and sponsorship program guidelines

- beauty, fashion or design retailers or cooking classes for hospitality businesses
- businesses and venues introducing or expanding live music and performance, such as comedy, theatre, poetry, programming
- creative producers who wish to work with businesses in their area to curate a program of events or night-time activities
- coordinated activities between a group of businesses within a precinct are highly regarded – for example, collaborations between neighbourhood retailers, artisans and service providers to create a series of local events
- capital works or capital expenditure associated with night-time activities up to a maximum value of \$5,000.

Expected program outcomes – night-time diversification

Projects can contribute to one or more of these outcomes:

- more diverse business offerings and programming at night
- increased quantity and quality of live music and performance programming.

Funding priorities – night-time diversification

Programming at night to encourage increased variety of night time business offerings and programmed activities in commercial precincts.

Assessment criteria – night-time diversification

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- evidence of the need, opportunity and/or demand for the activities
- capacity and experience of the applicant to undertake and promote the activities
- demonstrated secured partnerships (if appropriate)
- commitment, capacity and plans to continue the activities, if successful, without further support from the City (if required)
- demonstrated understanding of how development consent and any other permits will be obtained (if required)

- a commitment to support any required safety or precinct amenity provisions (such as lighting, security and cameras) to ensure the activity is introduced in a safe and integrated way for patrons, staff and the community (if applicable)
- commitment and capacity to match the cash investment of the grant
- other required supporting documentation ([see supporting documentation](#)).

Eligibility – night-time diversification

To be eligible for funding an applicant must operate within the local government area or be able to demonstrate benefits for the area's residents, workers and/or visitors. Applicants must also apply for projects located in the local government area.

An applicant must be a not-for-profit, for-profit, or sole trader that is either;

- a creative, retail, entertainment, tourism & accommodation or hospitality business
- land owners wanting to activate vacant space for creative or night life uses
- an arts/cultural operator based in the City of Sydney local government area.

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

Place and industry

Key dates – place and industry

This program has one round this year. Applicants have the option of presenting their project to the assessment panel in addition to the required online application form.

For relevant dates see the [timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships

Funding available – place and industry

Funding is available for a one or two-year program. Funding awarded is commensurate with the estimated economic benefits of the project and considered within the total pool of available funds.

Applicants must match the funding requested with cash and/or value-in-kind.

Grants and sponsorship program guidelines

Value-in-kind in the form of street banner and venue hire fee waiver is supported by the place and industry category only.

Expected program outcomes – place and industry

Projects can contribute to one or more of these outcomes:

- increased awareness of unique local precinct offerings and experiences
- increased footfall and measurable patronage and spend in local retail precincts
- improved access to industry/sector specific information, upskilling and networking opportunities for local businesses
- strengthened advocacy by local chambers of commerce and precinct associations on behalf of their members.

Funding priorities – place and industry

Priorities include:

- promoting local economies for the benefit of businesses
- connecting business to opportunities
- growing business skills and capacity
- advocate on key issues on behalf of local business.

Assessment criteria – place and industry

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- evidence of the need to be addressed within the local business community
- capacity and experience of the applicant to undertake the activities, including secured partnerships, marketing/promotional plans and any required approvals
- commitment, capacity and plans to continue the activities, if successful, without further city support (if required)
- understanding of best practice approaches to addressing the need identified
- commitment and capacity to match the cash investment of the grant
- other required supporting documentation ([see supporting documentation](#)).

Eligibility – place and industry

To be eligible for funding an applicant must operate within the local government area or be able to demonstrate benefits for the area's residents, workers and/or visitors. Applicants must also apply for projects located in the local government area.

An applicant must:

- be a not-for-profit
- be a members based organisation with an economic focus such as a chamber of commerce or industry association.

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

Not eligible for funding

- business and organisations that don't align with those listed in the eligibility criteria
- projects located outside the local government area
- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- capital works or capital expenditure that exceeds \$10,000
- costs associated with 'business as usual' activities, permanent staffing or ongoing operational costs
- purchase of buildings
- relocation of business or routine maintenance
- internal shop fittings including display shelves and painting
- properties owned by employees of the City of Sydney or other government agencies
- projects that rely on future recurrent funding from the City of Sydney.

More information

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

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

Commercial creative and business events sponsorship

Overview

The commercial creative and business event sponsorship provides sponsorship support for events that bring significant economic benefits to City of Sydney business communities and residents. We recognise that creative and business events contribute to Sydney's economy, cultural life and social life and establish Sydney as a lively and engaging city.

Major creative events create opportunities for community and business participation on a broad scale. A vibrant event calendar creates jobs for the city's creative workers and contributes to the development of the industry sector. It also contributes to the sustainability of the tourism, retail and hospitality sectors. This grant is for a limited number of high-impact creative events each year. Events that receive investment support from the NSW Government will be considered favourably but not exclusively.

National and international business events, including meetings, incentive travel reward programs, and conventions and exhibitions create significant tourism benefits for Sydney. They also serve to enhance Sydney's position as a global city, encourage

innovation and collaboration, trade and investment, and opportunities for the education sector. In an increasingly competitive market, we have partnered with Business Events Sydney, the organisation tasked with securing major business events for Sydney. Most of our support is dedicated to bidding for and securing major business events through this partnership.

Key dates

This sponsorship program is open all year for applications until funds are exhausted.

Funding available

This program provides sponsorship for one-off events or up to triennial sponsorship for recurring commercial creative events. The amount available for major commercial creative events is commensurate with the economic benefit derived from each event.

Value-in-kind in the form of venue hire fee waiver is supported by this program. This program does not provide value-in-kind for the waiving of street banner hire fees.

National or international business events can apply for support of up to \$20,000.

Business events include conferences, conventions, symposia, congresses, incentive group events, marketing events, special celebrations, seminars, courses, public or trade shows, product launches, exhibitions, company general meetings, corporate retreats, study tours or training programs.

As well as the tourism benefits from hosting large-scale events, these events help position Sydney as a city of ideas, creativity and innovation. They provide opportunities for showcasing local expertise, encourage debate and dialogue on local and global issues, and bring global experts to engage with local communities.

In limited circumstances, the commercial creative and business events sponsorship program provides cash grants for national and international business events that are not in partnership with Business Events Sydney. Examples include CeBIT Australia.

Applicants organising outdoor events must consider their security needs, complete and upload the [crowded places self-assessment tool](#), and review the guidance documents from Australian National Security at nationalecurity.gov.au. Depending on the outcome of the self-assessment tool, you may need to speak with NSW Police about the security needs of your event. Security costs to ensure your event is safe and accessible can be included in your budget as a request to us.

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- increased recognition of Sydney nationally and internationally as a major event city
- integrated bidding and securing of major creative and business events by all levels of government and the not-for-profit and private sectors
- increased economic contribution from major events (measured primarily through visitor nights, event patronage and visitor spend)
- capacity for businesses in the hospitality, retail, tourism and other event supporting sectors to benefit from and leverage event audiences
- increased number of high-quality creative and business events secured, which contribute to a vibrant Sydney event calendar.

Funding priorities

- **Major commercial creative events** that provide significant economic benefits, including to the tourism, retail and hospitality sectors, or profile Sydney to an international audience as a creative and innovative city. Past examples are Fashion Week Australia, Strictly Ballroom the Musical, and Vogue Fashion's Night Out.
- **National or international business events** that provide significant economic benefits through delegates' visitor nights.

Assessment criteria

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

Commercial creative event sponsorship

- economic impact of the event, including intrastate, interstate and overseas visitors; investment in infrastructure and services; and investment in the event itself
- uniqueness to Sydney, including exclusivity to Sydney or the event premiere
- contribution to the national and international profile of Sydney as a creative city
- marketing commitment, reach and estimated spend across media, marketing and social platforms
- community and business impact, demonstrating evidence of partnerships and sponsorship with other government agencies, business or community organisations including media support
- contribution to the development of the industry sector or the local business community to encourage growth, sales and uplift to the business sector
- extent to which the event minimises impact on the environment or raises awareness of the environmental issues that align with our Sustainable Sydney 2030 environmental targets.

Business events sponsorship

- impact of the event including economic impact, location and expected number of delegates

- extent to which the event contributes to Sydney's national and international brand and reputation
- impact, benefits and opportunities provided for the business community
- contribution to the development of the industry sector or local business community
- extent to which the event minimises impact on the environment or raises awareness of the environmental issues that align with our Sustainable Sydney 2030 environmental targets.

Eligibility

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

The applicant can be a not-for-profit organisation or for-profit organisation.

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- projects or programs that rely on recurrent funding from the City of Sydney
- permanent staffing costs or ongoing operational costs.

More information

You must contact our manager of economic programs on 02 9265 9333 to discuss your event, its alignment with these guidelines, and our requirements before submitting a proposal.

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

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

Environmental performance – innovation grant

Overview

This grant aims to support testing or use of new technologies or processes, that are not being implemented in the local market and could be used at scale in our local area. These are technologies or processes that have the potential to support greenhouse gas emission reductions, climate adaptation efforts, resource efficiencies, sustainable transport or greening initiatives.

Funding supports:

- feasibility studies
- demonstration projects.

Key dates

This program has two rounds this year. For relevant dates see the [timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships.

Applicants have the option of presenting their project to the assessment panel as well as the required online application form.

Funding available

Feasibility studies

Support for projects that have progressed past the desktop research and concept development stages and are ready for small scale feasibility testing. Up to \$20,000 is available with the applicant to match funds by 25% or more in cash or value-in-kind.

Demonstration projects

Support for projects that have proven their feasibility and that are now seeking to demonstrate to the market the chosen solution to promote awareness and uptake of the innovation. Up to \$80,000 is available with funds to be matched by 50% or more in cash or value-in-kind from the applicant.

Expected program outcomes

Initiatives and projects must contribute to these outcomes:

- greater uptake by building owners, businesses and owners corporations of efficient and effective environmental solutions
- enhanced knowledge sharing, skills uptake and capacity in best practice environmental performance, approaches and solutions.

Grants and sponsorship program guidelines

Initiatives and projects must also contribute to one or more of these outcomes:

- increased renewable energy production
- strengthened climate adaptation measures
- improved resource efficiency
- significant mode shift to sustainable or active transport
- improved air quality
- increased canopy cover or urban greening
- enhanced urban ecology and biodiversity.

- clear, detailed and realistic budget that demonstrates value for money and the required co-contribution
- other required supporting documentation (see [supporting documentation](#)).

Demonstration projects

For demonstration projects, these additional assessment criteria apply

- project feasibility
- development approval where required
- the provision of three quotes for works and justification for selection of preferred contractor.

Funding priorities

We will prioritise applications that:

- provide great examples of circular economy models that replace traditional linear ‘take, make, dispose’ model of production with one where materials function at their highest utility at all time; and/ or
- increase the green economy, in particular through improved energy efficiency, increased adoption of onsite and offsite renewable energy, and battery storage.

Eligibility

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

The applicant must be a not-for-profit organisation, for-profit organisation with less than 200 workers or owners corporation.

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

Assessment criteria

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- extent to which project contributes to achieving the objectives of our environmental strategy and action plan 2016 – 2021
- project justification and need
- degree of innovation and scalability
- connection with the local area and the City of Sydney’s identified communities
- lead applicant capacity and commitment to deliver the project
- lead applicant commitment to environmental sustainability
- contractor and partner credentials and capacity to deliver the project
- clear knowledge sharing/communications plan
- clear monitoring and verification plan

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- projects for which a state or federal government funding scheme already exists (see list below)
- applications from large businesses that have 200 or more workers.

We recognise that there are other state and federal government incentive programs. Our environmental performance – innovation funding is not intended for:

- **pre-commercialisation or non-environmental projects** – see the grants section of the federal [Department of Industry, Innovation and Services](#) or [Jobs for NSW](#)
- **export market development grants** – see [Austrade](#)
- **large scale renewables development projects** – see [Australian Renewable Energy Agency](#)

- **established technologies eligible under the NSW Energy Savings Scheme** (except technologies classified as emergent) – see [Energy Savings Scheme](#).

More information

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

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

Environmental performance – ratings and assessment grant

Overview

This grant supports environmental ratings, certifications, audits and assessments for buildings. The cost of a rating or assessment can be a significant barrier for organisations and this funding seeks to mitigate this cost. Support is provided for credible industry accepted environmental performance ratings such as the National Australian Built Environment Rating System (NABERS), energy audits that conform to the AS3598 standard and residential energy/water/waste assessments. Successful applicants commit to implementing cost-effective opportunities.

Key dates

This program has two rounds this year. For relevant dates see the [timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

Funding is available for improving environmental performance in the residential strata and the accommodation (hotels, hostels and serviced apartments) sectors.

Representatives from these two sectors are encouraged to apply. The amount and type of funding available depends on the sector, relevant rating and implementation stage of your proposal.

Expected program outcomes

Initiatives and projects must contribute to one or more of these outcomes:

- improved knowledge of the current environmental performance of buildings and facilities in the City of Sydney area, and of the business case for performance improvements
- improved energy and water efficiency, indoor environment quality and reduced resource waste impacts

- increased recognition and uptake of credible ratings and certification tools that benchmark environmental performance.

Funding priorities

Accommodation (hotels, hostels and serviced apartments) sectors – energy and water ratings and action plans

Year 1 NABERS, Green Star Performance or EarthCheck – up to \$10,000 for a building's first rating, including an action plan to assist the building to improve this rating.

All recipients commit to investing a minimum amount of their own funds to implement the cost-effective opportunities identified. The minimum amount invested must be half the value of the funds awarded by the City of Sydney. Year 1 ratings do not have to be publicly disclosed, although we encourage this.

Year 2 NABERS, Green Star Performance or EarthCheck – up to \$5,000 for a building's second rating, including an action plan to assist the building to improve this rating. This must be with the same rating or certification tool used in year 1.

Applicants must show evidence of having implemented the cost-effective opportunities in their first action plan and commit to publicly disclosing the rating or certification.

Accommodation (hotels, hostels and serviced apartments) sectors – energy assessments and audits

Year 1 energy assessments and audits – up to \$15,000 for energy assessments of sub-systems (such as a business case to optimise operation of heating, ventilation and air-conditioning) or Australian Standard AS3598 Level 2 audits. An accredited NABERS, Green Star Performance or EarthCheck rating/certification must be included in these projects unless there is a current rating already in place.

All supplier fee proposals must be in our [energy audit fee proposal template](#).

All energy assessment and audit reports must be in our [energy audit report template](#).

Each project will require a kick-off meeting and final presentation, with both meetings to be attended by a City of Sydney representative.

All recipients commit to investing a minimum amount of their own funds to implement the cost-effective opportunities identified. The minimum amount

invested must be equal to the value of the funds awarded by the City of Sydney.

Year 2 follow up implementation support – up to \$5,000 to help the building implement recommended energy and water conservation measures. This support cannot be used to directly pay for equipment and capital upgrades.

Applicants can use this follow-up support to engage specialist contractors to implement opportunities identified in Year 1 energy assessment or audit, or relevant and appropriate water assessment. This includes for:

- further developing business cases
- project management support
- developing technical specifications of upgrades.

Residential strata sector – performance rating and action plan

Year 1 NABERS – up to \$10,000 is available for a building's first NABERS energy and/or water rating. This must be accompanied by an action plan that will assist the building to improve this rating.

The recipient commits to operational improvements and take recommendations and reasonable business cases from the action plan to a general meeting for consideration.

Year 2 NABERS – up to \$5,000 is available for a second NABERS energy and/or water rating which must be accompanied by an action plan that will help the building improve this rating.

Applicants must show evidence of implementing the cost-effective opportunities from their first action plan and must commit to publicly disclosing the rating.

Residential strata sector – water and/or energy assessments

Up to \$10,000 is available for water and energy assessments that could include lighting assessments, technical investigations of plant and equipment, or whole building water and energy assessments. A NABERS energy and/or water rating must be done with this assessment unless there is a current rating already in place.

The recipient commits to implement operational improvements and take recommendations and reasonable business cases from the assessment to a general meeting for consideration.

Assessment criteria

Applications are assessed against the expected program outcomes. The assessment panel will also consider:

- size of building and projected carbon, energy, water, waste to landfill and cost savings
- quality of proposal
- applicant capacity and commitment to deliver the project
- contractor credentials and capacity to deliver the project
- clear, detailed and realistic budget that demonstrates value for money.

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

Eligibility

An applicant can be a not-for-profit organisation, for-profit organisation or owners corporation.

The application must be for works on one of these building types:

- residential strata
- accommodation (hotels, hostels and serviced apartments)

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- applications from these building types:
 - commercial office
 - entertainment
- instances where a NABERS rating is required by government including under the commercial building disclosure scheme (at point of sale or lease).

More information

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

Community services grant

diverse communities, women, LGBTIQ communities and low-income earners.

Overview

This grant supports organisations to provide community programs or projects that help increase equality in the local area, develop resilient and adaptive communities and support strong governance and civic engagement for sustainability. The program assists organisations to pilot or trial innovative services or establish a program that addresses an unmet need for City of Sydney residents, workers and visitors.

Key dates

This program has one round this year. For dates see the timing section and cityofsydney.nsw.gov.au/grants-sponsorships

Funding available

Funding is available in amounts over \$5,000 and up to \$50,000 per year for one to three years. Value-in-kind in the form of street banners and venue hire fee waiver is supported by this program.

This year, priority areas include projects that address:

- support to increase digital inclusion, address food security, reduce social isolation and provide tenancy support
- programs and services that strengthen and support Aboriginal and Torres Strait Islander communities
- support vulnerable community groups including people experiencing or at risk of homelessness, young people, older people, people with disability international students, culturally and linguistically

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- reducing disadvantage and increasing access to opportunities
- increased participation in community and civic life and local decision making
- increased engagement in healthy, active living (including mental health)
- increased community capacity to address local needs/opportunities
- strengthened social cohesion, sense of belonging and connection to place.

Funding priorities

Increase opportunity (reduce vulnerability and disadvantage)

- facilitate access to education, training and employment opportunities
- improve social and physical wellbeing through a prevention and early intervention approach
- facilitate access to high quality, affordable housing
- facilitate access to high quality, affordable childcare
- address financial and transport disadvantage.

Connect people (build diverse, cohesive and connected communities)

Grants and sponsorship program guidelines

- increase participation of people who are at risk of isolation
- increase trust, awareness and understanding between people and across communities
- facilitate inclusion and equitable access to facilities, services, open spaces and community life
- provide access to information and training.
- evidence of a coordinated approach to project delivery
- project design considers existing services, resources or initiatives to enhance project delivery
- other required supporting documentation (see [supporting documentation](#)).

Build community capacity (increase capability and coordination of community services and participation in decision making)

- raise awareness about social sustainability in the community
- strengthen governance and accountability in community organisations
- improve collaboration and coordination of community support and services
- encourage participation in civic and community activity.

Assessment criteria

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- clear demonstration of the community need to be addressed through the project
- evidence that supports the proposed approach to addressing the community need
- how the project supports an innovative approach to addressing a community need in a new way, or pilot/trial a new approach in offering a community service or project
- targets local residents, workers and/or visitors and is provided in the local area
- aligns with key City of Sydney strategic directions, particularly the social sustainability policy and action plan, inclusion (disability) action plan, community safety action plan and/or other related policies, plans and procedures
- inclusion of an appropriate performance measurement and evaluation methods
- a clear plan to develop the project, implement the budget and manage transition at the end of the funding period and ongoing financial sustainability (if required)

Eligibility

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

These individuals and organisations can apply:

- not-for-profit organisations
- individuals or unincorporated community groups auspiced by a not-for-profit that is eligible to apply in their own right.

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

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- capital expenditure over \$5,000 (equipment up to a cost of \$5,000 may be eligible)
- for-profit organisations, including small businesses
- applications that seek support for supplementing, increasing or continuing ongoing service delivery or for funding the core business of the organisation
- projects that duplicate existing services.

More information

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

Grants and sponsorship program guidelines

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

Affordable and diverse housing fund

Overview

The affordable and diverse housing fund promotes the development of affordable and diverse rental housing in our local government area by community housing providers, not-for-profit and for-profit organisations.

The fund is part of our commitment to overcome financial barriers to affordable and diverse housing development. It aligns with the 'housing for a diverse population' strategic direction in Sustainable Sydney 2030 and our housing issues paper.

Key dates

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

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- maximise the quantum of subsidised housing within the City of Sydney local area
- leverage additional funds from sources external to the City of Sydney and its programs, 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 within the local area

- ensure the continued use of funded projects as subsidised housing
- ongoing management in accordance with the applicable regulatory requirements, such as NSW affordable housing guidelines
- achieve timely delivery utilising appropriately experienced and capable principals and contractors.

Funding available

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.

The fund's priority is to leverage private finance for affordable rental housing. It is expected that the total amount of funding for any individual project will not exceed \$3 million in value.

Funding cannot be used for consent authority fees and charges.

Assessment criteria

Applications are assessed against these criteria:

- amount, nature and location of subsidised housing and any other uses being delivered

Grants and sponsorship program guidelines

- 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 of the applicant/deliverer
- experience in the operation and management of the type of housing by the applicant/manager in compliance with relevant regulations
- financial capacity of the applicant.
- funds will not be released until a construction certificate is issued
- we may seek to secure the use provided through a mechanism/instrument such as a registered positive caveat, on the land used for the project
- if the project at any time cease being affordable housing in the manner we have approved, the recipient will repay us the full amount granted less proportional construction costs and depreciation
- we will require the funds to be repaid if the project completion date is not met, the project is terminated, the recipient becomes insolvent, or the project description changes materially

Eligibility

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

These individuals and organisations can apply:

- not-for-profit organisations
- for-profit organisations
- providers of community housing
- organisations that are part of a consortium that includes a community housing provider.

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- projects that are already in receipt of other subsidies or benefits provided by the City of Sydney.

Further conditions

- funds must only be used for capital expenditures on net new subsidised housing developments
- our financial contribution will generally not exceed 30 per cent of the total cost of the subsidised housing

- the recipient must operate the facility in line with federal, state and local government regulatory requirements
- generally, housing delivered through the fund is to be rented to a range of low to moderate income earners at no more than 30 per cent of gross household income, in line with NSW Affordable housing guidelines
- the facility must generally be completed within three years of funding approval
- if a for-profit entity is the proposed recipient of a grant from the fund, the proposed grant will be advertised for at least 28 days before the proposed date of the grant under section 356(2) of the Local Government Act 1993.

More information

The project can include a proportion of 'market' housing for sale on completion and/or a commercial component for lease, or sale, on completion if it forms a part of the project's financing strategy or is needed to satisfy planning controls.

'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.

Matching grant

Overview

This grant encourages communities to take action to improve, enhance, or celebrate their local neighbourhood or business precinct. It is designed to support grassroots and local projects that contribute to vibrant sustainable communities and economies by matching contributions towards a project.

Key dates

This program has two rounds this year. For relevant dates see the [timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships for relevant dates.

Funding available

The matching grant program recognises any community contribution towards a project and can offer up to \$10,000 in cash and value-in-kind (street banner and venue hire fee waiver) to match this contribution.

Recognised in-kind community contributions include:

- in-kind contributions such as donated supplies, materials, venues or services
- volunteer time such as labour, meeting times and project management. The rate of volunteer time is calculated as \$25 per hour. For professional or contracted services, the rate is \$75 per hour.

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

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- increased community capacity and capability to address local needs and opportunities
- adoption by communities of sustainable behaviours and sustainable lifestyles
- strengthened opportunities for residents and others to build personal creativity and self-expression
- increased participation in community and civic life
- strengthened social connections and sense of belonging
- strengthened local business and community connection.

Funding priorities

Funding will support:

- sustainability and environmental projects such as active transport, community gardens, green roofs and walls, urban ecology, green workshops, collaborative consumption, community events and research
- cultural projects such as public art, cultural workshops and community art projects
- social projects that involve the community, including members of the community who are experiencing disadvantage
- local civic activities and events
- activities that activate or diversify the night-time economy such as pop up entertainment and night-time performances in public spaces
- small scale activation of public space
- strategic projects identified in City of Sydney strategies and action plans.

Assessment criteria

Applications are assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- demonstrated evidence of the community need or opportunity that will be addressed through the project
- demonstrated direct benefit to the community
- alignment with our strategic directions, particularly the social sustainability policy
- commitment to build genuine community participation in the project
- contribution of the project to greater levels of knowledge, skills and confidence in the community to participate in city life
- contribution to strengthened connections within the City of Sydney's villages
- capacity to match (in cash or in-kind) the City of Sydney's contribution
- inclusion of a clear plan to develop and implement the project and manage transition at the end of the funding period
- other required supporting documentation ([see supporting documentation](#)).

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, businesses, workers and/or visitors.

These individuals and organisations can apply:

- not-for-profit organisations
- for-profit organisations
- sole traders
- individuals auspiced by a not-for-profit or for-profit that is eligible to apply in their own right
- unincorporated community groups
- owners corporations (strata and company owned).

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

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- capital works or capital expenditure that exceeds \$5,000
- applications that seek support for supplementing, increasing or continuing ongoing service delivery or for funding the core business of the organisation
- projects that duplicate existing services
- ongoing project, event or program funding.

More information

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

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

Knowledge exchange sponsorship

Overview

For our city to thrive, we need an environment that fosters collaboration and learning. This sponsorship supports projects that showcase local expertise and encourage dialogue on local and global issues.

Sponsorship includes support for events that promote the sustainable development of cities; programs that deliver mentoring to new business entrants; networking events designed to bring people together to learn from each other; tools or guides to communicate knowledge and best practice within social, cultural, green and business industry sectors; or programs that build skills and expertise in not-for-profits, social enterprises, owners corporations or business operators.

Programs supported will align with the social sustainability policy, environmental strategy and action plan, cultural policy and action plan, economic development strategy, and Open Sydney strategy and action plan.

Key dates

This program has two rounds this year. For relevant dates see the [timing section](#) and cityofsydney.nsw.gov.au/grants-sponsorships.

Funding available

The knowledge exchange sponsorship program provides support generally for amounts from \$5,000

to \$40,000 and support for value-in-kind venue hire and banner pole hire for up to three years. Applications requesting multi-year support must show how these activities will lead to significant community benefit.

Funded organisations may be required to provide sponsorship benefits to the City of Sydney community in return for funding. These benefits are negotiated case by case and can be up to the value of the funding provided.

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- adoption and implementation of best-practice approaches by organisations and individuals
- strong networks where participants share resources and acquire new knowledge and skills
- improved capacity in organisations and individuals to develop and maintain sustainable business ventures
- increased recognition of Sydney as an innovative and creative city
- improved capacity in organisations and individuals to develop socially just and resilient communities.

Funding priorities

We are encouraging applications in these priority areas:

Grants and sponsorship program guidelines

- **Business events** that promote the sustainable development of cities and that align with City of Sydney strategic priorities and support Aboriginal and Torres Strait Islander led businesses.
- **Sharing knowledge** initiatives such as best practice guides, online tools and other resources that are designed to equip not-for-profits, social enterprises or business owners and new entrants with skills and expertise to deal with contemporary issues facing their sector. Projects should meet a demonstrated need in the sector and be able to provide measurable outcomes.
- **Capacity building** activities that help not-for-profits, social enterprises or business owners gain more knowledge, gain market insights and enhance their skills to develop their organisations or business ideas. Initiatives should offer demonstrable outcomes in education, skills development for individuals or organisations, networking opportunities, or collaboration or mentoring programs for priority sectors. This could include innovation, digital and e-commerce.
- innovative approaches to strengthening social cohesion and building the resilience of local communities
- Improve access to digital resources and develop digital knowledge and skills
- research and innovative strategies to increase access to affordable and healthy food
- Advocate for improved rights and housing choices for tenants

Environmental sector

- educate and advocate for sustainable regenerative business communities.
- accelerate a green and just economic recovery by researching and developing mechanisms to mitigate the disproportionate impact that climate change has on vulnerable community members, impacts such as lack of access to clean affordable energy; resilient, comfortable housing; and respite from extreme weather.

Types of activities supported

Cultural sector

- research and collaborative strategies to increase inclusion and participation of artists and audiences of Aboriginal and Torres Strait Islander, culturally and linguistically diverse heritage and/or people living with a disability
- temporary activation or permanent transition of vacant commercial property for cultural production
- research on finance and management models to scale up the supply and delivery of cultural infrastructure, including specialist consultancies or advice
- development of mechanisms to source and provide philanthropic funding to the small-to-medium cultural sector

Economic sector

- support business and sector innovation and adaptation
- develop digital, innovation and entrepreneurial skills
- promote and share business sector knowledge and networks at scale

Social and community sector

Assessment criteria

Applications will be assessed against the funding priorities and expected program outcomes. The assessment panel will also consider:

- demonstrated need for the project and the impact of the proposed outcomes
- how the project is innovative in content, design or approach, and/or how it contributes to the reputation of Sydney as an innovative city
- alignment with the City's Community Recovery Plan and other strategic directions, sector strategies and action plans
- evidence of partnerships with other government agencies, universities, peak organisations, business or community organisations and their contribution to the project
- contribution to the development of the industry sector and local community
- the projected outcomes of marketing initiatives associated with the project, including those of partners and supporters
- demonstrated capacity and expertise to carry out the project
- extent to which the event minimises impact on the environment or raises awareness of the environmental issues that align with the City of

Sydney's Sustainable Sydney 2030
environmental targets (if relevant)

- other required supporting documentation ([see supporting documentation](#)).

Eligibility

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

The applicant must be one of these organisations:

- not-for-profit
- for-profit organisation.

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- capital expenditure over \$5,000 (equipment up to a cost of \$5,000 may be eligible)
- applications that seek support for supplementing, increasing or continuing ongoing service delivery or for funding the core business of the organisation
- projects that duplicate existing services
- ongoing operational expenditure such as permanent employee costs and fixed overheads.

More information

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

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

Quick response grant

Overview

This grant supports small-scale initiatives for local residents and organisations.

Funding is provided under two categories:

- event representation and emergency support
- strategic priorities.

Key dates

This grant program is open all year for applications until funds are exhausted. All applications should be submitted at least eight weeks before the event. Activities should take place within 12 months of the application date.

Funding available

- event representation in the sporting, academic, cultural or environmental fields, up to \$500 per year per individual or up to \$2,000 per team
- essential emergency project support funding up to \$2,000 per year
- strategic priorities support up to \$2,000 per year (for further information see priorities below).

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- increased engagement of individuals and teams in sporting, academic, cultural and environmental fields

- improved inclusion, liveability, connectedness and engagement in our diverse communities
- enhanced positive social, cultural, sustainability outcomes for local communities related to our strategic priorities.

Event representation and emergency support

Funding priorities – event representation and emergency support

- **One-off support for individuals and teams located in the local area** – that are able to demonstrate financial hardship that are selected to participate in events and experiences in the sporting, academic, cultural or environmental fields.
- **Essential emergency support for community, cultural or sustainability projects** – strictly for strategic situations that could not be foreseen or that present themselves at very short notice. The grant does not provide funds to overcome lack of planning or supplement project income.

Assessment criteria – event representation and emergency support

Applications will be assessed against the funding priorities and expected program outcomes. The assessment panel will also consider these criteria where relevant:

- evidence of a coordinated approach to service delivery and the development of responses to emerging social issues
- contribution to strengthened formal and informal support networks; reduced isolation and increased community participation and opportunities especially for people with the greatest need

Grants and sponsorship program guidelines

- allows state or national selection in the fields of the arts, sports, sustainability or academia at a significant event which is considered critical to career development
- be a team or individual from a disadvantaged background in pursuit of a unique sporting, cultural, sustainably or academic experience and produce considerable social capital for those involved
- unforeseen circumstance or urgent need that will have a detrimental effect on the individual or an organisation and its services if not dealt with immediately. This is strictly for situations that could not be foreseen, and applicants need to show evidence of how this situation arose and their financial status
- other required supporting documentation (see [supporting documentation](#)).

Eligibility – event representation and emergency support

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

The applicant must be a:

- not-for-profit organisation
- unincorporated community group, or
- individual.

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

For funding for sporting or events representation, individual and group applicants must, where applicable, provide:

- official documentation of their planned activity, such as invitation to participate, selection/team representation or program details
- quotes for expenses for the planned activity
- a letter of reference from the relevant registered club, organisation, school or association.

Individuals and teams who are members of a relevant club or association may wish to apply through that organisation and seek an extension of the organisation's public liability insurance for their activity.

In these cases, you need certification that the insurance company acknowledges this is covered as a legitimate activity of the organisation. Financial assistance for individuals and teams will be

considered for competition entry, uniform, accommodation and travel expenses only.

Not eligible for funding – event representation and emergency support

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- projects that duplicate existing services
- projects or programs that will rely on recurrent future funding from the City of Sydney
- projects that supplement, increase or continue ongoing service delivery or for funding the 'core' business of the organisation
- projects that occur on a regular basis, such as annually, and for which applicants could have planned and sought sponsorship from other sources
- professional development opportunities when an organisation associated with the activity has established professional development processes
- contributions to a project where the organising body has already received a grant or sponsorship from the City of Sydney
- projects that have received a quick response grant in the last 12 months.

Strategic priorities

Funding priorities – strategic priorities

Seed funding for other strategic priorities in the City of Sydney's policies and action plans. The priorities this year are:

- **Creative initiatives** – small-scale creative initiatives in need of emergency funding or that are seeking funding to test experimental, unique or new creative ideas. This may involve innovative partnerships and collaborative / cross-disciplinary processes as the project may investigate broader cultural issues, for example exploring ecology, sustainability, or urban renewal.
- **Expert advice** – unforeseen, time-critical costs of expert advice, certifiers or consultants to assist cultural venues and premises associated with cultural activity and live entertainment to meet their compliance obligations.

Grants and sponsorship program guidelines

Types of projects supported – strategic priorities

- new small-scale creative initiatives that have a public outcome
- ideas requiring testing or piloting
- projects responding to time sensitive opportunities that meet our strategic priorities
- projects and activities which, due to their innovative or experimental outcomes, are unsuitable for other funding sources
- the costs of seeking expert advice or certifier/consultant reports to address urgent and time sensitive issues relating to building and planning or environmental health compliance for cultural venues/premises that exhibit art or offer live music or performance programming
- creative development opportunities
- small activation of public space, neighbourhoods, precincts.

Assessment criteria – strategic priorities

Applications will be assessed against the funding priorities and expected program outcomes. The assessment panel will also consider these criteria where relevant:

- evidence of innovation, experimentation or creative imagination and an explanation of why it is experimental/innovative in the context of the local arts sector
- evidence of necessary experience, technical skills and qualifications
- record of achievement relative to opportunity
- evidence of matched support (where required) including from community platforms such as Pozible, sponsorship or other sources
- other required supporting documentation ([see supporting documentation](#)).

For **creative initiatives**, these additional assessment criteria apply:

- evidence of innovation or creative imagination inherent in the project idea
- if the grant will help trial or test an idea that may be further developed in future
- information on approach taken by the applicant to test the project idea
- intended outcomes and project plan
- mechanisms to gather data and evaluate the project

- evidence that the artist's innovative or experimental work aligns with city policies
- demonstrated connection to the City of Sydney local area.

Eligibility – strategic priorities

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

The applicant must be one of these:

- not-for-profit organisation
- for-profit organisation
- sole trader
- unincorporated community group
- individual.

For-profit applicants must match their request with cash. Value-in-kind will not be accepted.

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

Not eligible for funding – strategic priorities

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- existing cultural and creative programs or projects that require additional funding and have already been provided with support from the City of Sydney
- projects that align with our matching grant, cultural and creative grants and sponsorship and business support grant (live music and performance) program criteria and that could have applied through these programs and their timeframes
- repeat editions of earlier projects or events including artists fees where the creative work has already been produced
- projects that could have planned and sought sponsorship from other sources
- projects without matched support (cash or in-kind)
- funding used primarily for professional development, travel or training
- projects or programs that rely on recurrent future funding from the City of Sydney

Grants and sponsorship program guidelines

- projects that supplement, increase or continue ongoing service delivery or for funding the 'core' business of the organisation
- fees and charges associated with compliance or development applications payable to the City of Sydney
- projects and/or artists that have no connection to the local government area.

More information

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.

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 space within facilities generally 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.

The program makes these facilities available to organisations that benefit our communities and align to our strategic outcomes. It provides opportunities for these organisations to operate in facilities they could not otherwise afford to meet their organisational goals.

We recognise these contributions and services are important in creating a vibrant and sustainable city. We balance meeting our communities' needs with supporting a broad range of organisations and encouraging their financial sustainability. Tenancies are not provided in perpetuity under this program.

This program is open to not-for-profits and for-profits. We have identified the need for support for creative, green, social enterprise and technology business start-ups that provide innovative products, services and processes, or contribute to the cultural, environmental, social and economic development of the city.

Key dates

Applications for space through this program are invited as facilities become available. This program

has no set dates or rounds. 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.

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- delivery of services or activities that meet community need as identified in our relevant cultural, environmental, economic and social strategies
- increased partnerships in local communities leading to improved community capacity
- enhanced financial sustainability for local organisations including creative practitioners
- increased activation of City of Sydney facilities, assets and local areas in line our strategies.

Funding priorities

Priorities include:

- 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 the social, cultural, economic and environmental health of the city

Grants and sponsorship program guidelines

- 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 start-up businesses and organisations that benefit our communities.

Sign up for accommodation grants notifications at cityofsydney.nsw.gov.au/community/grants-and-sponsorships/cultural-grants-sponsorships/accommodation-grants.

Assessment criteria

This is released as properties become available. Please also check any supporting documentation.

Eligibility

To be eligible for funding an applicant must:

- demonstrate their organisation's work or proposal benefits the City of Sydney's residents, workers and/or visitors
- demonstrate that payment of commercial rents would cause financial hardship leading to a reduction or withdrawal of services
- be a not-for-profit or for-profit organisation.

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

Not eligible for funding

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies

More information

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

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

Creative spaces grant

Overview

The City of Sydney has a range of commercial properties including office, retail and residential spaces. Under the creative spaces grant, we lease commercial facilities or space within facilities to support cultural sectors and enliven targeted areas.

The program aims to respond to needs in the cultural sector and make the most of available properties. It provides medium-term support for up to four years, limited by specific lease terms, and reduced rents at below market rates.

Example programs include:

- William Street creative hub
- creative live/work spaces program.

We provide support for this program under two categories:

- **Work spaces** for organisations or creative workers for their projects or practice in the form of a subsidised workshop, office, or rehearsal, retail or exhibition space.
- **Live/work spaces** for artists and creative practitioners to live and work in the city at below market rental in response to the challenges they face in obtaining affordable inner city housing and creative facilities.

Key dates

Applications are invited as properties become available. This program has no set dates or rounds. Opportunities will be published on our website and email lists. See more information below.

Support available

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

Expected program outcomes

Initiatives and projects are expected to contribute to one or more of these outcomes:

- activation of temporarily vacant City-owned properties with activities that meet community need as identified in our creative city, cultural policy and action plan
- the revitalisation of particular locations ensuring creative organisations are embedded in the character of the precinct
- strengthened industry connections and networks in the city
- increased collaboration with the City of Sydney, other local tenants, surrounding local businesses and other local organisations to improve community capacity
- increased opportunity for, and awareness of creative practitioners to live and work in the city.

Assessment criteria

Applications are assessed against the expected program outcomes and any advertised priorities at the time of application. The panel will also consider:

- a proposal for the use of the space and projects/work to be done during the nominated timeframe

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- artistic merit, experience and qualifications, professional development aspirations
- suitability of the creative practice for the creative space or creative live/work space and experience of collaborative working
- evidence of need for the opportunity and how this will assist the applicant's creative growth
- evidence of how the applicant will collaborate with other local artists/creatives
- ability to occupy the property by the specified date.

Eligibility

This program is open to all individuals working in the creative industries. This includes but is not limited to the visual arts, product design, fashion design, visual communication/graphic design, performing arts, photography, the music industry or creative writers.

Applicants must be:

- a not-for-profit or for-profit organisation or sole trader
- 18 years or older
- citizens, have residency status or hold a valid visa enabling a stay for the relevant duration.

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

Not eligible for funding

Projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies.

More information

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

You can also email creativecity@cityofsydney.nsw.gov.au or call 02 9265 9333 and speak to the City's cultural projects manager.

Sign up for creative spaces [notifications at cityofsydney.nsw.gov.au/cultural-support-funding/long-term-creative-spaces-program](http://cityofsydney.nsw.gov.au/cultural-support-funding/long-term-creative-spaces-program).

Short-term empty properties grant

Overview

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

The short term empty properties program provides immediate and short-term activation of temporarily vacant or under-used properties within our portfolio. The properties are offered from one month to one year.

The program supports creative practitioners; cultural organisations; community organisations and social enterprises; businesses and startups that support the local economy. It also supports organisations with a focus on sustainability and the environment.

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

Key dates

Expressions of interest are invited as properties become available. This program has no set dates or rounds. To register your interest see more information below.

Support available

Support is available in the form of a significant reduction in rental charges for City of Sydney

properties that are available and suitable for the proposed activity.

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- activate temporarily vacant City-owned properties for a short term with activities that reflect our cultural, social, economic and environmental strategies and action plans
- increase engagement with the local community, including artists and creative organisations, small business and visitors
- stimulate local economies by encouraging a diverse business mix with innovative or capacity building enterprises
- increase opportunities and exposure for emerging and established enterprises including artists
- increase opportunities for local Aboriginal and Torres Strait Islander organisations.

Types of activities supported

- cultural activities that promote engagement with the local community and increase exposure for emerging and established artists and creative organisations
- community activities that improve access to digital inclusion, social cohesion and food security, and provide services to vulnerable groups

- economic development activities that include early stage startups, business groups and associations, pilots and ‘living labs’ for innovators, and event producers
- short term sustainability activities.

Assessment criteria

Applications will be assessed against the expected program outcomes and any advertised priorities at the time of application. The panel will also consider:

- a strong concept for the space, including the project layout, look and feel
- consideration of the local precinct and local community
- experience in the delivery of similar projects
- evidence of how access to the opportunity will support the growth of the organisation or business
- ability to activate the space during business hours or a plan for how the space will be activated visually during these hours
- quality of the pitch outlining the concept for the space including supporting images, floor plans, mood board and details of referees.

Eligibility

To be eligible for funding an applicant must:

- demonstrate their organisation’s work or proposal benefits the City of Sydney’s residents, workers and/or visitors
- demonstrate that payment of commercial rents would cause financial hardship leading to a reduction or withdrawal of services

Applicants must be one of these groups:

- be a not-for-profit organisation
- for-profit organisation
- sole trader
- unincorporated community groups.

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

Not eligible for funding

We will not fund projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies.

More information

This program is managed by a third party operator. You can register your interest in this grant at cityofsydney.nsw.gov.au/explore/arts-and-culture/opportunities-for-artists/creative-space/short-term-tenancies.

You can also sign up for creative spaces notifications at cityofsydney.nsw.gov.au/explore/arts-and-culture/opportunities-for-artists/creative-space.

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

You can also email creativecity@cityofsydney.nsw.gov.au or call 02 9265 9333 and speak to the City’s cultural projects manager.

Venue hire support grants and sponsorship

Overview

The City of Sydney owns a number of venues that are available for hire. The venue hire support grants and sponsorship program helps community and cultural groups and organisations access these venues for events, concerts, fundraisers, conferences, meetings and community gatherings. The grant is intended for cultural, environmental and community groups and organisations that demonstrate financial hardship.

This program is open to not-for-profit organisations and individuals applying with an auspice that is eligible to apply in its own right. For landmark venues only, for-profit event management organisations can apply where they are facilitating an eligible not-for-profit's event.

All reduced rates are based on the published rate of hire. Venue hire fees and charges are set for the facilities each year by the City of Sydney and can be viewed at the City's neighbourhood service centres or at cityofsydney.nsw.gov.au/Council/FeesCharges

The grant covers venue hire fees only. Applicants must meet all standard conditions of hire and pay all additional charges such as deposit and bond, security/key deposit, public liability insurance, cancellation, audio visual, additional staffing such as ushers, cloakroom and security, and any food and beverages.

Support is available in two categories:

- community venues
- landmark venues

Key dates

This grant program is open all year to applications until the value-in-kind budget is exhausted.

All applications should be submitted online at least eight weeks before the 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 reduce rate community and landmark venue hire, subject to availability.

Community venues

The community venues portfolio includes rooms in our town halls (exceptions are Sydney Town Hall and Paddington Town Hall), community facilities, libraries and recreation facilities. For more information see cityofsydney.nsw.gov.au/community/community-services/venues-for-hire.

Expected program outcomes – community venues

Initiatives and projects can contribute to one or more of these outcomes:

- increased numbers of programs, events and activities that contribute to social wellbeing, social inclusion and increased cultural participation

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- increased services and initiatives for residents, workers and visitors that contribute to the social, cultural, economic and environmental health of the city
- increased capacity of the cultural, environmental and community sector due to the sharing of knowledge and resources.

Assessment criteria – community venues

Applications will be assessed against the expected program outcomes. The assessment panel will also consider:

- evidence of a coordinated approach to service delivery and the development of responses to emerging social issues
- contribution to strengthened formal and informal support networks; reduced isolation and increased community participation and opportunities
- consideration of opportunities for learning and sharing knowledge
- contribution to a sustainable cultural sector
- capacity to build increased relative equality in the City of Sydney area
- contribution towards a thriving and diverse green economy of businesses and organisations focused on improving the environmental performance of the city
- evidence of a detailed budget for the event, and demonstrated capacity for the organisation to be financially sustainable
- other required supporting documentation (see supporting documentation)

Eligibility – community venues

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

The applicant must:

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

- provide evidence of performance criteria and evaluation plan of activities

The applicant must be one of these individuals or organisations:

- not-for-profit
- unincorporated community group
- individual auspiced by a not-for-profit that is eligible to apply in its own right

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

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

Landmark venues

City landmark venues include Sydney Town Hall, Paddington Town Hall, and the Barnet Long Room at Customs House. For information see cityofsydney.nsw.gov.au/business/city-spaces/landmark-venues-for-hire

Expected program outcomes – landmark venues

Initiatives and projects can contribute to one or more of these outcomes:

- increased numbers of programs, events and activities that contribute to social wellbeing, social inclusion and increased cultural participation
- increased services and initiatives for residents, workers and visitors that contribute to the social, cultural, economic and environmental health of the city
- increased capacity of the cultural, environmental and community sector due to the sharing of knowledge and resources.

Assessment criteria – landmark venues

Applications will be assessed against the expected program outcomes. The assessment panel will also consider:

- evidence of a coordinated approach to service delivery and the development of responses to emerging social issues
- contribution to strengthened formal and informal support networks; reduced isolation and

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increased community participation and opportunities

- consideration of opportunities for learning and sharing knowledge
- contribution to a sustainable cultural sector
- capacity to build increased relative equality in the City of Sydney
- contribution towards a thriving and diverse green economy of businesses and organisations focused on improving the environmental performance of the city
- evidence of a detailed budget for the event, and demonstrated capacity for the organisation to be financially sustainable
- ‘landmark’ venue applications need to show experience in providing successful, well managed events
- other required supporting documentation (see [supporting documentation](#))

Eligibility – landmark venues

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

The applicant must:

- demonstrate that payment of standard rates would cause financial hardship
- acknowledge the City’s assistance in any promotional material for the event
- demonstrate that a program of events has been prepared with an appropriate publicity and promotions campaign
- provide evidence of performance criteria and evaluation plan of activities

The applicant must be one of these individuals or organisations:

- not-for-profit
- for-profit event management companies facilitating an eligible not-for-profit’s event
- individual (auspiced by a not-for-profit that is eligible to apply in its own right)

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

Not eligible for funding

Projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies.

If an applicant has already received funding under a different grants and sponsorships program, this may impact the decision to support the application.

More information

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

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

Street banner sponsorship

Overview

The City has up to 2000 banner poles available for hire. Street banner sponsorship provides banner pole hire fee waiver for our network of 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. Applicants must meet all standard conditions of hire and pay all additional charges such as design, manufacture, installation and dismantling of banners.

See fees and charges at citybanners.com.au

Key dates

This grant program is open all year to applications until the value-in-kind budget is exhausted.

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. It preferable they are submitted 8 to 10 months in advance of the banner campaign.

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

Support available

Support is available in the form of banner pole hire fee waiver, subject to availability.

Applicants can request up to 200 banner poles for up to two weeks, once a year. Additional requests will be considered for significant events and depend on availability in the street banner network. Street

banner sponsorship is applicable to city and urban locations only.

Expected program outcomes

Initiatives and projects can contribute to one or more of these outcomes:

- increased awareness and profile of issues, events and activities of registered charities, not-for-profits and cultural institutions
- positive contribution to the overall character and vibrancy of streetscapes through use of an attractive and visual medium
- strengthened cultural and community life.

Assessment criteria

Applications are assessed against the expected program outcomes. The assessment panel will also consider:

- evidence of a coordinated approach to service delivery and the development of responses to emerging social issues
- contribution to strengthened formal and informal support networks
- reduced isolation and increased community participation and opportunities
- opportunities for learning and sharing knowledge
- contribution to a sustainable cultural sector
- support for increased relative equality in the City of Sydney local area
- contribution towards a thriving and diverse green economy of businesses and organisations focused on improving the environmental performance of the city

- other required supporting documentation (see supporting documentation)

Eligibility

To be eligible for funding an applicant must:

- operate within the local government area or able to demonstrate benefits for the City's residents, workers and/or visitors
- be a not-for-profit organisation
- demonstrate that payment of standard rates would cause financial hardship
- acknowledge the City's assistance in any promotional material for the event
- demonstrate that a program of events has been prepared with an appropriate publicity and promotions campaign.

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

Not eligible for funding

The City will not fund:

- projects that directly contravene the eligibility and ethics framework or existing City of Sydney policies
- for-profit organisations, including small businesses and individuals
- private commercial ventures
- applicants that have been funded under the same program in the past 12 months.

If an applicant has already received funding under a different grants and sponsorships program, this may impact on the decision to support their application.

Sponsorship

Applicants are encouraged to consider sponsorship benefits for the City of Sydney. Examples include promotion, marketing and tickets. The City's logo must be displayed on the banner.

Further conditions

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

More information

For more 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.

Supporting documentation

Applicants may be asked to provide the documentation below with their online applications. Please allow enough time for files to upload and aim to submit your application at least an hour before the due time.

Standard supporting documentation

- quotes for equipment or material valued over \$1,000
- a copy of public liability insurance or quote for public liability insurance which would cover the proposed project to the value of \$10 million
- the organisation's constitution including a statement of purpose and organisation structure if the applicant is a social enterprise or a not-for-profit organisation without charity or deductible gift recipient status
- multi-year business plan (for multi-year cash funding requests)
- child protection policy (if the proposed project involves children)
- letters of support from any community or local business partners (if relevant)
- a list of community members or businesses who will be involved in the proposed project (if relevant)
- evidence to demonstrate owner's consent (if relevant)
- a basic site plan for the proposed project (if relevant)
- case studies of previous projects (if relevant)
- any other documents relevant to the proposed project, such as photographs, minutes from planning meetings and development approvals.

References

Laws and standards

- [Local Government Act \(1993\) and Regulations](#)
- [City of Sydney Act \(1988\)](#)

Policies and procedures

- [Sustainable Sydney 2030](#)
 - [Community Recovery Plan \(2020\)](#)
 - [A City for All, Social Sustainability Policy \(2016\)](#)
 - [Inclusion \(Disability\) Action Plan 2017–2021 \(2017\)](#)
 - [Child Safety Policy \(2020\)](#)
 - [Childcare Needs Analysis \(2013\)](#)
 - [Community Garden Policy \(2016\)](#)
 - [Housing Issues Paper \(2015\)](#)
 - [Creative City, Cultural Policy 2014–2024 \(2014\)](#)
 - [Creative City Action Plan 2014–2024 \(2014\)](#)
 - [Live Music Live Performance Action Plan \(2014\)](#)
- [Environmental Strategy and Action Plan 2016–2021 \(2017\)](#)
 - [Waste strategy and action plan 2017–2030 \(2017\)](#)
 - [Energy Efficiency Master Plan – improving energy productivity: 2015–2030](#)

- Adapting for climate change – a long term strategy for the City of Sydney: 2015–2070
 - Cycle Strategy and Action Plan: 2007–2017
 - Connecting our city: 2012
 - Walking Strategy and Action Plan: 2014
 - Greening Sydney Plan: 2012
 - Urban Forest Strategy: 2013
 - Urban Ecology Strategic Action Plan: 2014
 - Residential Apartment Sustainability Plan: 2015
 - Reducing waste from events and services - Guidelines for single use items
 - e. Economic Development Strategy (2013)
 - Retail Action Plan (2013)
 - Tourism Action Plan (2013)
 - Visitor Accommodation (Hotels and Serviced Apartments) Action Plan (2015)
 - Tech Startups Action Plan (2016)
 - Eora Journey Economic Development Plan (2016)
 - Open Sydney Strategy & Action Plan (2013)
 - Digital Strategy (2017)
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Review

Review period	Next review date	Trim reference
12 months	December 2021	2020/374042

Approval

These guidelines were approved by the City of Sydney Executive on 24 February 2021.

Definitions

Term	Meaning	Term	Meaning
Acquittal	<p>A written report submitted after the funded project is complete. It details how the recipient administered the grant funds and met the project outcomes in the funding agreement.</p> <p>It should include promotional material, including media reports, evidences of project activities and outcomes, data that may include employment numbers, attendances and audience/stakeholder satisfaction metrics and a detailed financial report that includes project income and expenditure.</p> <p>We provide online acquittals for many programs.</p>		<p>and entering into any corresponding additional agreements with us</p> <ul style="list-style-type: none"> – monitor and acquit the use of funds at the completion of the project. <p>Ideally the auspice will have the technical skills to guide and support the applicant in the delivery of the project, while acknowledging project decisions remain with applicant.</p>
Affordable housing	<p>Rental housing delivered and managed primarily by community housing providers for lower income earners, including key workers essential to a city's economic sustainability and social diversity. Rent is typically capped at less than 30% of a lower income household's income or 20% below market rent.</p>	Charitable trust	<p>A special kind of trust (see trust definition below) that promotes charitable purposes. It can directly provide services or distribute funds.</p>
Auspice	<p>An incorporated organisation who receives, administers and acquits 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 	Community housing provider	<p>A registered community housing provider within the meaning of the Community Housing Providers National Law (NSW) and includes an entity registered under the local registration scheme under section 25A.</p>
		Company	<p>A company as defined by the <i>Corporations Act 2001</i> and registered with Australian Securities and Investment Commission (ASIC).</p> <p>Companies must be registered in Australia to be eligible.</p>
		Company limited by guarantee	<p>A company with liability limited to the guarantees put in place by its members. This is common in the not-for-profit sector.</p>
		Cooperative	<p>An organisation owned, controlled by and used for the purpose of benefitting its members.</p>

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Term	Meaning	Term	Meaning
	<p>A non-distributing cooperative is one that uses surplus funds to support its activities and cannot distribute to members (not-for-profit).</p> <p>A distributing cooperative may distribute any surplus funds to its members.</p>		<p>indirectly. Any profit must be used to further the organisation's purpose, must not be distributed to members, owners or shareholders either while the organisation is operating or when it winds up. This should be reflected in any applying not-for-profit organisation's constitution.</p>
Festival or event	<p>A public occasion for celebration and/or gathering in the community to commemorate a special occasion, local anniversary or an organised series of special events and performances, usually with a common theme and for set period or time.</p> <p>The celebration should be relevant to the City of Sydney and have a cultural, historical, economic, environmental and social context.</p>	Owners corporation (strata and company owned)	<p>An owners corporation represents the owners in strata schemes. Where an apartment building operates under company title arrangements, the company which owns the building is treated as an owners corporation for the purpose of this policy. Details of owners corporation responsibilities are on the NSW Department of Fair Trading website.</p>
Foundation	<p>A grant making foundation is a legal structure set up to hold funds and distribute those funds in line with the rules of the foundation. Types of foundations include charitable trusts, public funds and private funds.</p>	Partnership	<p>A contractual relationship between persons carrying on business with a view to profit. Partnerships can be 'normal' (unregistered), limited or incorporated and limited. Both must be registered on the Register of Limited Partnerships and Incorporated Limited Partnerships with NSW Fair Trading.</p>
Grant	<p>Cash or value-in-kind support provided to applicants for a specified project or purpose as outlined in the funding agreements between the City of Sydney and the recipient.</p>	Registered charity	<p>Charities registered with the Australian Charities and Not-for-profits Commission.</p>
Incorporated association	<p>An association that has been incorporated in accordance with the requirements of the <i>Associations Incorporation Act 2009</i>.</p>	Recipient	<p>A party who has successfully applied for a grant or sponsorship. Also known as grantee.</p>
Indigenous corporation	<p>A corporation established under the <i>Corporations (Aboriginal and Torres Strait Islander) Act 2006</i>.</p>	Social enterprise	<p>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</p>
Not-for-profit organisation	<p>An organisation that does not directly operate for the profit or gain of its owners, members or shareholders, either directly or</p>		

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Term	Meaning
	social mission as defined by their constitution.
Sole trader	A business run by one person that is either run in the sole trader's own name or a separate business name (where operating under another name the name must be registered under the <i>Business Names Registration Act 2011</i>).
Sponsorship	Agreements between the City of Sydney and organisations where the City receives benefits in return for the sponsorship. Examples of benefits include promotion, marketing, speaking opportunities and/or tickets.
Trust	An arrangement which allows a person or company to hold property or assets for the benefits of others (a trustee). The people or companies for whose benefit the property or assets are held are the beneficiaries.
Trustee	A person, company or other legal entity who holds a vested legal title to act for a trust in favour of its beneficiaries.
Unincorporated community group	A group of people who act together for a shared interest or purpose. If this group is successful for funding, an individual representing the group must personally sign the funding agreement, or have an auspice willing to enter into the contract on behalf of the group.
Value-in-kind	An arrangement where the City of Sydney foregoes revenue (either in full, or a percentage) on things for which they would normally charge a fee. This may include park hire, venue hire, banner pole hire, or work space accommodation.

Term	Meaning
	Applicants receiving value-in-kind support may need to enter an agreement with the City of Sydney and a corresponding funding agreement. All provisional and confirmed bookings must be made in the name of the entity applying to receive grant support. If an organisation is acting as an auspice for an applicant, any corresponding booking must be made in the auspice entity's name.
	This program does not support services that incur real cash cost to the City of Sydney. These services include cleansing and waste, development application fees, health inspection fees, health approvals, section 68 approvals, temporary road closures, in-house design, and printing and distribution services.

