

# Multi-year Arts Grants application

## Form Preview

### Information and eligibility

\* indicates a required field

**Organisations are advised to read the [guidelines](#) carefully before proceeding with an application.**

Multi-year funding is available to innovative arts organisations that can transform our city with bold confidence through the public presentation of annual outcomes.

Organisations can apply to one of the following funding streams:

- Multi-year Arts Grants provide three year funding for arts organisations to present work to the public annually. Funding is from \$40,000 to \$330,000 annually.
- Awards Grants provide three year funding for Victorian based arts organisations that present an awards program in our municipality annually that recognises local artists. Funding is up to \$25,000 annually.

### Eligibility

#### Applicants must:

- Submit only one application
- Propose activities that have public outcomes annually located within the City of Melbourne [municipality](#) during the term of the funding (developments are not supported)
- Be a not-for-profit independent/non-government arts organisation
- Have a registered Australian Business Number (ABN)
- Have documented evidence of an appropriate legal structure; an Australian registered company, business cooperative or partnership and current public liability and professional indemnity insurance policies

**Do you comply with the above eligibility? \***

- Yes
- No. You are not eligible to submit an application. Please contact us at [artsgrants@melbourne.vic.gov.au](mailto:artsgrants@melbourne.vic.gov.au)

### Organisation details

\* indicates a required field

**Organisation name \***

Organisation Name

**Trading name**

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### Postal address \*

Address

  

### Website \*

Must be a URL.

### Applicant ABN \*

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

### Key contact name \*

First Name

Last Name

  

### Key contact position \*

### Key contact office phone number \*

### Key contact mobile phone number \*

### Key contact email \*

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### Provide a summary description of your organisation \*

Word count:

Must be no more than 100 words.

## Proposal

\* indicates a required field

### Which funding stream are you applying for: \*

- Multi-year Arts Grants 2025-2027  
 Awards Grants 2025-2027

You can only apply for one grant stream

### Select the art form most relevant to your application \*

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Circus, physical theatre | <input type="checkbox"/> Multi-artform | <input type="checkbox"/> Theatre, live art |
| <input type="checkbox"/> Dance                    | <input type="checkbox"/> Multimedia    | <input type="checkbox"/> Visual, craft     |
| <input type="checkbox"/> Film                     | <input type="checkbox"/> Music         | <input type="checkbox"/> Writing           |

No more than 1 choice may be selected.

### Summarise your proposal for the creative program in 2025 \*

Must be no more than 300 words.

The City of Melbourne encourages and supports:

- Creative excellence
- Access, inclusion and equity
- Governance and viability

Applicants must address all three criteria and as many of the sub-criteria bullet points relevant to the proposal.

### Criteria 1. Creative excellence

- challenging, creative ideas and ambition
- participation and activation within the municipality
- genuine engagement with Aboriginal and Torres Strait Islander people
- build partnerships and new connections between organisations, artists and art forms

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- contribute to the creative transformation of Melbourne
- quality and ambition of artistic vision

\*

Must be no more than 300 words.

### Criteria 2. Access, inclusion and equity

- embrace diversity of abilities, backgrounds, cultures, ages, genders and sexualities
- appeal to new or underrepresented audiences
- low cost or free to the public
- occur in new or unexpected places or at different times of the day or night

\*

Must be no more than 300 words.

### Criteria 3. Governance and viability

- experience and capability of the people leading and governing your organisation
- business or strategic plan that covers some or all of the funding period
- how your business or strategic plan achieves your vision
- observance of cultural protocols
- financial viability of your organisation

\*

Must be no more than 300 words.

### Outline your proposal for the creative program in 2026 and 2027

#### Program in 2026 \*

Must be no more than 200 words.

#### Program in 2027 \*

Must be no more than 200 words.

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**Is your organisation delivering a festival? \***

- Yes
- No

**What percentage of the 2025 festival program will be delivered in the City of Melbourne? \***

Must be a number only

**In your most recent program how many awards were given? \***

Must be a number.

## Finance

\* indicates a required field

**Grant request per annum (excluding GST) - between \$40,000 and \$330,000 \***

\$

**Awards grant request per annum (excluding GST) - cannot exceed \$25,000 \***

\$

**Provide high level details of the organisation's income for the 2022-23 financial year**

Income source	Amount \$
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>

**Total organisation income for 2022-23 financial year**

\$

This is an automatic calculation

**What is the projected income for the organisation in 2025**

Income source	Amount \$	Confirmed?
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City of Melbourne grant	\$	
	\$	
	\$	

### What is the projected income for the proposed City of Melbourne program in 2025

Income source	Amount \$	Confirmed?
City of Melbourne grant	\$	
Federal Government	\$	
State Government	\$	
Philanthropic	\$	
Earned income i.e. tickets sales	\$	
In-kind (specify)	\$	
Corporate	\$	
	\$	

### Program expenditure items for 2025 must be directly related to program outcomes and equal the total funding amount requested

Eligible expenditure includes:

- artists fees (compulsory)
- venue hire
- production costs
- program coordination and curation
- marketing and promotion

Ineligible expenditure includes (but is not limited to):

- development
- international travel and accommodation
- touring
- activities outside the municipality
- core organisational/operational funding (for example staff wages/rent/facility upgrades)
- activities that are owned by the City of Melbourne or are funded by another City of Melbourne grant program

Expenditure item	Amount \$
	\$
	\$
	\$
	\$
	\$

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**Total projected income for the organisation in 2025**    **Total projected income for the program in 2025**    **Total program expenditure in 2025**

\$	\$	\$
This is an automatic calculation	This is an automatic calculation	This is an automatic calculation

**City of Melbourne's proportion of the organisation income for 2025**

This is an automatic calculation that represents a percentage

**City of Melbourne's proportion of the program income for 2025**

This is an automatic calculation that represents a percentage

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This is an automatic calculation that represents a percentage

**City of Melbourne's proportion of the program income for 2025**

This is an automatic calculation that represents a percentage

### Upload additional budget details for 2025

Attach a file:

**Does your organisation have any on-going financial concerns? \***

- No  
 Yes

**Comment on any financial concern in the next 12 months \***

## Supporting documentation

### Provide support material that reflects your proposal

- consider the quality of support material over quantity
- include material that is relevant and strengthens the proposal
- do not attach duplicate files already uploaded in other sections of this application
- file names should give a clear indication of the content.
- it is recommended that file attachments are kept under 5MB each.

**Description**

**File upload**

**Direct URL**

**URL password (if applicable)**

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### Operational information

\* indicates a required field

**How many years has your organisation been operating? \***

**List of key personnel**

**Position**

List of key personnel	Position

**Number of full-time staff \***

**Number of part-time staff \***

**Number of casual staff \***

**Number of volunteers \***

**Does your organisation have a recent annual report? \***

- Yes  
 No

**Upload your most recent annual report or provide a direct URL**

--	--

**If not provided in an annual report, upload your organisation's advisory or board members**

Attach a file:

**Does your organisation undertake independent annual audited financial statements? \***

- Yes  
 No

**Upload your most recent independent annual audited financial statement**

Attach a file:



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**Does your organisation have a current Business Plan or Strategic Plan? \***

- Business or Strategic plan that covers the first year of the program (2025)
- No Business or Strategic plan

**What period does your Business or Strategic plan cover?**

For example 2020-2025 Strategic plan

**Upload of Business plan**

Attach a file:

**Upload of Strategic plan**

Attach a file:

**Does your organisation:**

**Have an access plan? \***

- Yes
- No

**Have an environmental or sustainability plan? \***

- Yes
- No

**Actively engage with Aboriginal and Torres Strait Islander artists? \***

- Yes
- No

**Actively engage with multicultural communities? \***

- Yes
- No

## Artists/activities/audience for proposed 2025 program

\* indicates a required field

**Estimated number of artists participating \***

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**Number of free program activities \***

**Anticipated audience numbers for the free program activities \***

**Number of ticketed program activities \***

**Anticipated audience numbers for the ticketed program activities \***

**List proposed venues or outdoor spaces for activities (use dot points or numbers) \***

**Does your program target a specific audience? \***

- No, general audience  
 Yes

**Are you specifically targeting any of the following audience groups? \***

- |  |  |
|--|--|
| <input type="checkbox"/> Aboriginal and Torres Strait Islander                     | <input type="checkbox"/> Multicultural communities   |
| <input type="checkbox"/> Children and families                                     | <input type="checkbox"/> People aged under 25        |
| <input type="checkbox"/> Deaf and Disabled, neurodiverse or chronically ill people | <input type="checkbox"/> People aged over 55         |
| <input type="checkbox"/> LGBTQIA+  | <input type="checkbox"/> Other: <input type="text"/> |

## Declaration

\* indicates a required field

- We have read the City of Melbourne guidelines and are familiar with the grant requirements, conditions and eligibility information relevant to this application.
- We understand that this application will not be accepted if it is late, not lodged online through SmartyGrants or does not have all required material.
- We understand that this application will not be eligible if the proposed activities do not take place during the program timelines.
- We understand that all information provided in this application is securely stored by SmartyGrants and City of Melbourne. Any personal information will only be disclosed to those relevant to the assessment of my application or payment of the grant. It will not be disclosed to any other external party without my consent, unless required or authorised by law. City of Melbourne [Privacy Policy](#).
- We give the City of Melbourne a non-exclusive licence to reproduce and communicate the support material in which we have intellectual property rights for the sole purpose of assessing the application.

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- We have sought and received a non-exclusive licence from the owners of any intellectual property rights in the support material for this application to the City of Melbourne, to reproduce and communicate the support material for the sole purpose of assessment of the application.
- We understand that the assessment decisions are final.
- We agree to enter into a funding agreement with the City of Melbourne and to complete annual performance measures.
- We consent to Council publishing the successful applicants on the City of Melbourne website.
- If this application is part funded, we agree to submit a revised proposal and budget.
- If this application is approved, we consent to the media being given information about the funded program and acknowledge that we may be contacted directly by them.

\*

- We agree to the above statements and confirm that the information contained in this application is true and accurate to the best of our knowledge.

### **Review and submit**

Click 'review and submit' in the navigation menu to review your application. This action will highlight any corrections that must be made before you can successfully 'submit' your application.

You can download a PDF of the application at any time by clicking 'download' on the last page of the application form.

**Contact [SmartyGrants](#)** for technical assistance with this form or refer to the [SmartyGrants help guide](#).