

2025-2028 External assessment panel - expression of interest

Form Preview

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* indicates a required field

Introduction

External assessment panel members review, assess and provide objective, independent recommendations to Council in relation to funding for grants and sponsorship programs. Panel members ensure that guidelines and assessment criteria endorsed by Council have been applied consistently and equitably for all applications.

External panel members are appointed for a four year term from **1 January 2025 to 31 December 2028**.

Each grants and sponsorship program has a separate assessment panel. Please read the details of the different grants and sponsorship programs to ascertain which program you would like to participate in. Refer to the [Grants and Sponsorship Assessment Panel - Terms of Reference 2025 to 2028](#)

Council will advise of the outcome of your application in **December 2024** subject to Council approval.

Applicant details

Applicant *

First Name

Last Name

Home address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Mobile phone number *

Must be an Australian phone number.

Primary email *

Must be an email address.

Primary website

Must be a URL.

Assessment panel

Have you assessed a City of Melbourne grants or sponsorship program in the past? *

- ☐ Yes ☐ No

Which assessment panel are you interested in joining? *

- ☐ Arts Grants
☐ Community Grants
☐ Business Grants

If wish to apply for more than one assessment panel, please submit another application

Why you are interested in becoming an assessment panel member? *

Word count:

Must be no more than 100 words.

Art specialisation

What is your primary artform expertise? *

- | | |
|---|--|
| <input type="radio"/> Circus/Physical theatre | <input type="radio"/> Multimedia |
| <input type="radio"/> Craft | <input type="radio"/> Theatre/live art |
| <input type="radio"/> Dance | <input type="radio"/> Visual arts |
| <input type="radio"/> Music | <input type="radio"/> Writing |
| <input type="radio"/> Film | |

No more than one choice can be selected

What is your secondary artform expertise? *

- | | |
|---|--|
| <input type="radio"/> Circus/Physical theatre | <input type="radio"/> Multimedia |
| <input type="radio"/> Craft | <input type="radio"/> Theatre/live art |
| <input type="radio"/> Dance | <input type="radio"/> Visual arts |
| <input type="radio"/> Music | <input type="radio"/> Writing |
| <input type="radio"/> Film | |

Are you currently a practicing artist? *

- ☐ Yes
☐ No

For example visual artist, performer, musician, curator, producer, director

How are you currently involved in the arts sector? *

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For example, a board member or creative director of an arts organisation

Community Grants Specialisation

Please select your preferred community grant area(s): *

- ☐ Community Inclusion grants
- ☐ Community Events grants
- ☐ Social Investment Partnerships

Select as many as applicable

Which sectors have you had experience working or volunteering in *

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Community safety | <input type="checkbox"/> Food security | <input type="checkbox"/> Homelessness | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Disability | <input type="checkbox"/> First Nations | <input type="checkbox"/> LGBTQIA+ | <input type="checkbox"/> Refugee/Newly arrived communities |
| <input type="checkbox"/> Events | <input type="checkbox"/> Gender equity | <input type="checkbox"/> Multicultural communities | <input type="checkbox"/> Youth |
| <input type="checkbox"/> Families and children | <input type="checkbox"/> Health and wellbeing | <input type="checkbox"/> Older people | <input type="checkbox"/> Other: <div></div> |
| <input type="checkbox"/> Family violence | | | |

Outline what experience you have working or volunteering in these sectors *

Business Grants Specialisation

Which sector would you consider your primary area of business expertise? *

- | | |
|--|--|
| <input type="radio"/> Accommodation & food (hospitality) | <input type="radio"/> Media & communications |
| <input type="radio"/> Circular economy | <input type="radio"/> Retail |
| <input type="radio"/> Education & training | <input type="radio"/> Science, technology & innovation |
| <input type="radio"/> Entertainment & music | <input type="radio"/> Social enterprise |
| <input type="radio"/> Finance & insurance services | <input type="radio"/> Tourism & visitor economy |
| <input type="radio"/> Health & wellbeing | <input type="radio"/> Other: <div></div> |

No more than 1 choice may be selected

Please select other sector/s that you have expertise *

- | | |
|---|---|
| <input type="checkbox"/> Accommodation & food (hospitality) | <input type="checkbox"/> Health and wellbeing |
| <input type="checkbox"/> Circular economy | <input type="checkbox"/> Retail |
| <input type="checkbox"/> Education & training | <input type="checkbox"/> Science, technology & innovation |
| <input type="checkbox"/> Entertainment & music | <input type="checkbox"/> Social enterprise |
| <input type="checkbox"/> Finance & insurance services | <input type="checkbox"/> Tourism & visitor economy |
| <input type="checkbox"/> Media & communications | <input type="checkbox"/> Other: <div></div> |

Select all that apply

Are you currently a business owner? *

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- ☐ Yes, currently
- ☐ No, previously
- ☐ No, never owned a business

Previous experience

List your relevant assessment experience *

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Word count:

Must be no more than 200 words.

For example, assessed applications for State or Federal government departments

List the relevant roles and positions that demonstrate your expertise *

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Word count:

Must be no more than 200 words.

Assessment criteria

Each grants and sponsorship program has specific [selection criteria](#).

Please address as many of the selection criteria relevant to your nominated panel - **bullet points are preferred**.

*

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Word count:

Must be no more than 200 words.

List relevant qualifications, accreditations and/or industry memberships

If none, please enter 'N/A' in first line

Select how you will provide your CV or resume *

- ☐ Document upload
- ☐ URL Link

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Upload CV or resume *

Attach a file:

PDF and Word documents are preferred

Provide a direct URL link to your CV or resume *

Provide password if access restricted

Demographics

Council aims to convene panels that are representative of the diversity within the community in relation to gender, cultural background, abilities and age to ensure diversity of views and perspectives.

The next set of questions are City of Melbourne's standard Consistent Demographic Questions which are included in all engagement to better understand those who are completing the EOI application.

How do you describe your gender? *

- ☐ Man
☐ Woman

- ☐ Prefer not to answer
☐ Other:

- ☐ Non-binary

What is your age? *

- ☐ Under 24
☐ 25-34 years
☐ 35-44 years
☐ 45-54 years

- ☐ 55-64 years
☐ 65+ years
☐ Prefer not to say

Do you identify with any of the following? *

- ☐ Aboriginal
☐ Torres Strait Islander
☐ Born overseas
☐ Speak a language other than English
☐ Carer

- ☐ d/Deaf, disabled, neurodiverse or chronically ill
☐ International student
☐ LGBTQIA+
☐ Prefer not to say
☐ Other:

What language/s do you speak at other than English? *

Do you have access requirements?

- ☐ Yes

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☐ No

What are your access requirements for a potential panel meeting? *

Which of the following best describes your main connection to the City of Melbourne? *

- ☐ I am a resident
- ☐ I am a worker
- ☐ I own a business

- ☐ I am a visitor
- ☐ Prefer not to say
- ☐ Other:

☐ I am a student

How did you hear about the EOI? *

- ☐ ArtsHub
- ☐ City of Melbourne newsletter/s
- ☐ City of Melbourne's website
- ☐ Email
- ☐ Internet search
- ☐ Newspaper or online article

- ☐ ProBono
- ☐ Radio
- ☐ Social media
- ☐ Word of mouth/referral
- ☐ Other:

Privacy statement

The City of Melbourne is committed to protecting your privacy. The information requested in this form is being collected by City of Melbourne for the purpose of considering your Expression of Interest (EOI) to the grants and sponsorship external assessment panel. All information submitted in/with your application is securely stored in SmartyGrants and on the City of Melbourne's computer systems. The information will be disclosed to Council staff and/or Councillors for the purpose of assessing your application. If your EOI is successful your full name will be published on the City of Melbourne website. It may also be used for promoting the City of Melbourne's grant program more generally. Your personal information will not be disclosed to any other party without your consent, unless required or authorised by law. If your personal information is not collected we will be unable to fully consider your EOI.

If you wish to alter any of the personal information you have supplied to City of Melbourne, please contact City of Melbourne on 9658 9658.

Declaration

I confirm that the information contained in this application is true and accurate.

Name *

First Name

Last Name

Date *

Must be a date