

2026-2027 Arts and Culture Project Grant Individual Application Form

Form Preview

Eligibility

Arts and Culture Project Grant Group Application Form

Please name the Council Officer you have discussed your application with:

Gender Impact Assessment Information

Under the Victorian Gender Equality Act Banyule City Council is required to conduct a Gender Impact Assessment for the grants program. This process aims to gather information and data to understand the identities of those accessing our grants programs and those who are not, with the goal of enhancing accessibility for all. This information is confidential and does not have any weighting in your grant application outcomes. It is purely about the Continuous Improvement of the grants program at Banyule City Council.

How would you describe your gender?

- ☐ Woman
- ☐ Man
- ☐ Gender diverse or non-binary
- ☐ Prefer not to say

Do you identify with any of the following social identity groups?

- ☐ Aboriginal and/or Torres Strait Islander
- ☐ Refugee, asylum seeker, migrant or culturally diverse
- ☐ Religious minority
- ☐ Person living with a disability or chronic illness
- ☐ LGBTIQA+
- ☐ Aged 18-24
- ☐ Aged 65+
- ☐ No
- ☐ Other
- ☐ Prefer not to say

Applicant Contact Details

* indicates a required field

Applicant *

Title	First Name	Last Name

Address *

Address

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

Postal Address

Address

If different to address above

Phone Number *

Must be an Australian phone number.

Mobile Phone Number

Must be an Australian phone number.

Email *

Must be an email address.

Website

Must be a URL.

Public Liability Insurance or *

Attach a file:

Please attach certificate of currency here

Auspice Details

* indicates a required field

To be eligible to auspice this application, the auspice needs to be either

- Incorporated
- Public Benevolent Trust
- Registered Charity
- Educational Institution

Auspice name *

Organisation Name

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Auspice Address *

Address

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

Contact person in auspice organisation *

Title First Name Last Name

Auspice Phone Number *

Must be an Australian phone number.

Auspice Email *

Must be an email address.

Auspice Incorporation Number

Auspice Organisation 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	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Attach letter of authorisation from Auspice organisation here *

Attach a file:

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We will only accept Microsoft Office files, jpegs or pdf documents

If your Auspice group does not have an ABN, you are required to fill in a Statement by Supplier which can be downloaded from the ATO website [here](#)

Attach your Statement by Supplier here

Attach a file:

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Project Details

* indicates a required field

Project Title *

Grant amount requested *

Must be a dollar amount and no more than 10000.

Total Project Cost *

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Start Date *

Must be a date and no earlier than 1/1/2027.

End Date *

Must be a date and no later than 31/12/2027.

Please provide a brief bio listing your relevant skills and/or experience *

Word count:

Must be no more than 500 words.

Please list any other key project artists and/or collaborators and briefly describe their relevant skills and/or experience

Word count:

Must be no more than 750 words.

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Project Information

* indicates a required field

What is your project idea? *

Word count:

Must be no more than 500 words.

What activities will take place as part of the project? Where will the project take place? Are you working with any partners (if so, how will you be working with them)?

Who are your intended audience/participants and how will you reach them? *

Word count:

Must be no more than 500 words.

How do you intend to promote/market this project to relevant communities? What people, community or groups are you hoping to engage as part of this project? How will you reach and engage them? Do you have measures in place to ensure your project is as accessible and inclusive as possible?

Why is this project needed? *

Word count:

Must be no more than 500 words.

What will people gain from being involved in your project? How will the local community benefit from this project? Are there any longer term benefits of the project?

Project Plan

The Project Plan is the detail of how the project will be managed. Please use template below to enter:

- Activity/task
- Activity/task start date and end date
- Resources required for the activity/task
- Who is responsible for delivering the activity/task

Activity/Task/Milestone	Start Date	Finish Date	Notes
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	Must be a date.	Must be a date.	

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Project Budget

* indicates a required field

Budget

Outline your project budget including details of other funding that has been confirmed and/or applied for. **The Budget must balance (total income = total expenditure)**

Income

In the notes section:

- Please include whether income is confirmed (C) or not confirmed (NC).
- If you have applied for a non Banyule grant that is unconfirmed, please also include date of when you expect to receive an outcome (month/year)
- If the support is In Kind (eg. volunteer hours, free use of venue etc.) please include (IK). In Kind support should be calculated as a quoted or estimated \$ figure.

Expenditure

In the notes section:

- If you have multiple grants streams, please identify which items you would use Banyule Council's funds (Banyule Grant).
- If the item is covered by In Kind support, please put (IK)

INCOME	\$	Notes	EXPENDITURE	\$	Notes

Budget Totals

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

Quotes

One quote is required for any hire/purchase of equipment, services or materials over \$500.

Quotes should be provided by a reputable supplier and should include the business name, description of the item or work to be carried out and costings.

These can be in the form of

- formal written quotes
- screen shots from online stores/catalogues

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- scanned in images from catalogues

Hand written quotes/lists/estimates from the applicant are not acceptable and **will render the application ineligible for funding.**

Quotes should be no more than 6 months old.

Please attach quotes

Attach a file:

We will only accept Microsoft Office files, jpegs or pdf documents

Banyule Council encourages grant recipients to prioritise local suppliers whenever feasible. Will you commit to sourcing products and services local where applicable? *

- ☐ Yes
☐ No

Supporting documentation

Applicants should only provide support material that is applicable to their application, this includes:

- Confirmation of any additional support (financial or in kind)
- Letters of Support from any key project partners
- Venue confirmations

If you would like to provide relevant artistic support material, you can attach a maximum of one of the following:

- Three high quality jpeg images
- One mpeg4 video files
- One mp3 audio files
- One PDF document

Support documentation

Attach a file:

Additional Information

How did you hear about Council's grant program?

Please select all relevant options

- | | | |
|--|--|---|
| ☐ Banyule Banner | ☐ Social media | ☐ Local Media |
| ☐ Banyule Council Website | ☐ Council officer | ☐ Pinpoint Artists online register |
| ☐ Network/Newsletter | ☐ Arts & Culture E news | ☐ Other: <input type="text"/> |

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☐ Word of Mouth

Would you be willing to receive a short feedback survey to help improve the Banyule grants application process?

☐ Yes

☐ No

Declaration

* indicates a required field

Declaration and Privacy Statement

I certify all details supplied in this application and in any attached documents are true and correct to the best of my knowledge and that the application has been submitted with the full knowledge and agreement of the management of my organisation/group.

I have read the accompanying guidelines for applicants provided with this application form.

Banyule City Council will be contacted immediately if any information provided in this application changes or is incorrect.

I understand that the collection and handling of personal information will be conducted in accordance with Council's Privacy Policy which is displayed on Council's website or is available for inspection at Council's customer service centre. The information is being collected by Banyule City Council to enable panel members, comprising of Councillors and Community representatives, to assess and allocate grant funds. This is done in accordance with Council's powers, functions and purposes under the Local Government Act 1989 and other relevant legislation. Should you need to change or access your personal details, please contact us on 9490 4222 or via enquiries@banyule.vic.gov.au

Applicant Contact Person *

Title First Name Last Name

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I have read the Arts & Culture Grants Guidelines *

☐ Yes

I am authorised to complete this application and have read and understood the declaration and privacy statement above *

☐ Yes

Date of Declaration *

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Must be a date.