

2026-27 Creative Commissions Grant - Application Form

Form Preview

Creative Commissions Grant

* indicates a required field

Translation and Interpreting Service

Other Languages - Translation & Interpreting Service

[Free phone interpreting service](#)

If you need an interpreter, please call the Translating and Interpreting Service (TIS National) on **131 450** and ask them to telephone the City of Greater Geelong on 03 5272 5272. Our business hours are 8.30am-5.00pm.

National Relay Service (NRS)

If you are deaf or have a hearing or speech impairment and you wish to call a staff member, you can do so through the National Relay Service (NRS) and ask for 03 5272 5272 who can connect you with the grants team.

- TTY users can phone 13 36 77
- Speak & Listen (speech-to-speech) users can phone 1300 555 727
- SMS relay users can message 0423 677 767

Note: Area code must be included for each call.

For a full list of NRS call numbers, visit [National Relay Service call numbers](#).

How to complete this form

1. Read the [grant guidelines](#) to understand the objectives of this grant.
2. Ensure that all required supporting documentation is available to upload where needed. See the list below for specific items.
3. We recommend saving your progress every 10-15 minutes. If your computer is inactive for 20 minutes, your session will time out.
4. Questions often come with helpful tips or explanations, so make sure to read them.
5. Use the word count, where applicable, to help determine how much detail to include.

Document Checklist

Before starting your application, refer to the checklist below to gather any necessary document you may need. Not all items will be relevant to every application.

- Certificate of incorporation, if incorporated
- Auspice agreement letter (if your organisation is not incorporated)

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- Australian Business Number (ABN)
- [Statement by Supplier form](#) (if you don't have an ABN)
- Bank account details (account name, BSB and account number) which must match the applicant's name and ABN details (if you have an ABN)
- Redacted bank statement (see bank details section for further information on requirements of a redacted bank statement)
- Letters of support from project partners and/or stakeholders
- Artist CVs for key people involved in your project
- Written confirmation of participation from artists/key people you involved in your project.
- Copies of required permits or approvals
- Evidence of venue availability
- A budget showing all income, expense and how the grant funds will be used.
- Evidence for expenses to be funded by the grant. Evidence we will accept includes:
 - supplier or contractor quotes with the supplier's business name, ABN/ACN and contact details, including NAVA Payment Standards for Artists: <https://code.visualarts.net.au>.
 - screenshots from online stores with the item description, price and supplier's business name.
- A letter explaining any staff wage costs. The letter must outline the role, the additional work required to deliver the project, and why this work cannot be delivered using existing resources.

Discussing your project

You must discuss your project/activity idea prior to completing this form with a City Officer, by phone 5272 5560 or email communitygrants@geelongcity.vic.gov.au

Name of Grants Officer you have spoken to? *

- Andrea Baranski
- Ana Didulica (Grants)
- Simone Budd (Grants)
- Other:

Select which City Officer you discussed your project with.

Are you eligible to apply?

* indicates a required field

The following questions ensure that you are eligible to apply for this grant. If you are uncertain please contact the Grants Team on 5272 5560.

When we say "you," we are referring to the organisation you are applying on behalf of—not you as an individual (unless you are an individual/sole trader with an active ABN).

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You meet the applicant eligibility requirements outlined in the 'Who is eligible to apply' section of the guidelines *

- Yes
- No
- Other:

You meet the eligibility requirements outlined in the 'What you can apply for' section of the guidelines *

- Yes
- No
- Other:

You have met the acquittal conditions of any previous funding from the City? *

- Yes
- No (a funded activity is still in progress)
- Not applicable (no previous funding)
- Other:

Do you have an outstanding debt or arrears to the City of Greater Geelong? *

- Yes
- No

If yes, please provide detail

Are you involved in legal proceedings relating to winding up its operations, or experiencing insolvency or bankruptcy (this includes any legal bankruptcy-related actions against the organisation's directors or officers) *

- Yes
- No

Applicant & Contact Details

* indicates a required field

Applicant Details

Name of applicant (organisation/business/sole trader) *

Organisation Name

Primary (Physical) address *

Address

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Must be an Australian post code

Postal address (if different from above)

Address

Must be an Australian post code

Wards

Please select the electoral ward where your organisation is located (not the project/ activity location). We collect this information to keep your local Councillor informed about community activity in their area.

If you are unsure, please click [here](#)

- *
- Barrabool Hills
 - Charlemont
 - Cheetham
 - Connewaree
 - Corio
 - Deakin
 - Hamlyn Heights
 - Kardinia
 - Leopold
 - Murradoc
 - You Yangs
 - Other:

Applicant Contact Person

Note: This is the person that the City will contact, if required, in regards to this application.

Name *

Title First Name Last Name

Position held in organisation *

Preferred contact number *

Must be an Australian phone number.

Email address *

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Must be an email address.

Alternate Contact Person

Name

Title First Name Last Name

Position held in organisation

Preferred contact number

Must be an Australian phone number.

Email address

Must be an email address.

Organisation Type

What type of organisation are you? *

- Incorporated Association (not-for-profit)
- Unincorporated group with an auspice
- Registered charitable organisation
- Business
- Individuals operating as sole traders (with an active ABN).
- Other:

Incorporation Number

What is your incorporation number, or if using an Auspice their incorporation number? *

Incorporated Association or Australian Corporation Number. If you are not a legal entity, you must be sponsored (Auspiced) by an organisation who holds a relevant legal status (as per the grant guidelines)

Attach your certificate of incorporation or other evidence of your legal status *

Attach a file:

ABN details

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Does your organisation have an ABN? *

- Yes
- No (we will submit a statement by supplier form)
- No (we are using an eligible auspice)

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	

If you do not have an ABN

Please submit a completed ATO Statement by a Supplier Form with your application, otherwise 46.5% of any approved grant may be withheld. Download the form from: [Statement by a supplier \(ato.gov.au\)](#)

Please upload completed Statement by a Supplier Form *

Attach a file:

Public Liability Insurance

If your application is successful, you must arrange public liability insurance (PLI) to cover the activity detailed in your application and submit your PLI certificate of currency with your funding agreement.

Applicants using an auspice will need to provide a PLI certificate from the auspice organisation.

I agree that if our application is successful, we must hold the appropriate insurance to cover the approved activity. *

- Yes

Payment Information

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If your application is successful, grant funding will be paid by EFT to the bank account you provide.

If you are applying through an auspice organisation, the grant will be paid directly to the auspice.

To receive payment, the following details must match:

- Applicant name listed in this application
- ABN registration name (if applicable)
- Bank account name

We cannot process grant payments where these details are inconsistent.

Bank account details are requested for the purpose of prompt payment to successful grant recipients.

Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

Redacted Bank Statement

Please upload the first page of your bank statement showing your account name, BSB and account number.

Your account name must match the applicant name and ABN registration name (if applicable).

You **do not** need to show transaction details or account balances. This information may be hidden before submission.

To view a sample redacted bank statement [click here](#)

Attach redacted bank statement *

Attach a file:

Are you applying with an Auspice?

An auspice is an eligible organisation that receives the grant on your behalf. They are responsible for managing the funds and completing reporting requirements.

Examples include not-for-profit Incorporated Associations and Registered Charitable Organisations.

The auspice must provide a signed certification letter confirming their agreement to act on behalf of the applicant.

Is your application being auspiced? *

- Yes
 No

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Auspice

* indicates a required field

Auspice Details

Auspice Organisation Name *

Organisation Name

Auspice Primary Address *

Address

Must be an Australian post code

Auspice Postal Address (if different from above)

Address

Must be an Australian post code

Auspice Contact Person *

Title First Name Last Name

Auspice Contact Position *

Auspice Contact Primary Phone Number *

Must be an Australian phone number

Auspice Contact Primary Email *

Must be an email address

Auspice Incorporation Number *

Incorporated Association or Australian Corporation Number.

Does the Auspice Organisation have an ABN?

- Yes
 No (please complete a statement by a supplier form below)

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Auspice ABN

Auspice 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.

If Auspice organisation does not have an ABN

If the Auspice does not have an ABN, it will need to submit a completed ATO Statement by a Supplier Form with your application, otherwise 46.5% of any approved grant may be withheld. Download the form via this link : [Statement by a supplier \(ato.gov.au\)](#) then complete, scan and upload below.

Attach Statement by a Supplier Form here: *

Attach a file:

Auspice Certification

Please attach signed certification letter by office bearer of Auspice Organisation to demonstrate that it has agreed to act in that role on your behalf *

Attach a file:

Office Bearer could be: President, Secretary, Treasurer, Chief Executive etc. Letter must include the name, position, signature and date. Max 25mb

Auspice Public Liability Insurance

If this application is successful, the Auspice must arrange public liability insurance (PLI) to cover the activity detailed in this application and submit the PLI certificate of currency the your funding agreement.

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I understand that if this application is successful, the Auspice organisation must provide public liability insurance to cover the approved activity. *

Yes

Application Detail and Assessment

* indicates a required field

Project title *

Brief project description (25 words or less) *

Must be no more than 25 words.

Provide a short description of your project. This will be used for reporting and promotional purposes.

Detailed project description (200 words or less) *

Word count:

Must be no more than 200 words.

Project anticipated start date. Projects that commence prior to notification of outcomes (9 December 2026) are ineligible for funding. *

Must be a date and no earlier than 9/12/2026.

Projects that commence prior to notification of outcomes are ineligible for funding.

Project anticipated end date *

Must be a date.

Successful applicants are expected to spend funds within 12 months of notification of outcome.

Applicants will be notified in December 2026. Please note that if successful, your acquittal will be due one month after the completion of your project.

Please select the artform/s that your project focuses on (select multiple if applicable): *

- Visual Arts & Craft
- Music
- Performing Arts
- Literature & Writing
- Design
- Screen & Media
- Digital Media & Creative Tech
- Cultural Heritage & Collections

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- Community Arts & Cultural Development
- Festivals & Events
- Education & Training
- Dance
- Fashion
- Film/Video
- Gaming
- Other:

Venue

Venue Suggestions

Click [here](#) to see a list of venues available for booking within the City of Greater Geelong compiled by the Creative City team. You do not need to deliver your project in one of these venues, the list is intended to provide some ideas.

Have you booked a Venue? *

- Yes
- No
- Still to be determined
- Not applicable

If there is no location, please provide detail (eg: online workshop)

Where will your project take place? Must be a physical address within the City of Greater Geelong municipality

Address

If there are multiple locations, please list here:

Venue Name/s

Please attach a copy of your venue booking confirmation or enquiry

Attach a file:

ASSESSMENT CRITERIA

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To assist in answering the following questions, please refer to the assessment criteria in the [Creative Commission Program Guidelines](#).

Note: If you're not a First Peoples-led creative entity but you are collaborating with First Peoples to present their stories, culture or content, you must demonstrate cultural protocol is supported through support material attached to your application. For any activities with a First Peoples content you are strongly encouraged to contact the Grants Team to ensure you have engaged with First Nations Communities and understand any requirements under the [Aboriginal Heritage Act \(2006\)](#).

ARTISTIC QUALITY AND AMBITION 30%

How does the proposed work demonstrate originality, creativity, and quality? We are looking for projects that push boundaries or explore new ideas and forms. *

What is the ambition of the project, including its scope and scale (e.g. audience reach, physical scale, public profile, collaborations)? *

STRATEGIC IMPACT 20%

How does your project contribute to the City's priorities listed below? You do not need to address every impact—focus only on those most relevant to your project.

- **Audience development and sector profile**
 - How the project will help artists and creatives reach and grow audiences, and/or increase the visibility and reputation of the arts in the Greater Geelong region.
- **Diversity, inclusion, and access**
 - How the project supports equitable access to creative and cultural opportunities, including engagement with diverse communities and inclusive participation practices.
- **Local identity, stories, and place**
 - How the project reflects, interprets, or strengthens Greater Geelong's identity, culture, heritage, and connection to place.
- **Collaboration and partnerships**
 - How the project fosters collaboration across artists, disciplines, industries, or public and private partners, contributing to a stronger creative ecosystem.
- **Innovation and contemporary practice**
 - How the project encourages new ways of thinking, interdisciplinary approaches, or the use of emerging ideas, methods, or technologies.
- **Contribution to a vibrant and connected city**
 - How the project brings arts, culture, and heritage into the lives of residents and visitors, including through public engagement and shared experiences.
- **Economic and sector benefit**
 - How the project delivers economic value to artists, creatives, organisations, local businesses, or the broader community.

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Please describe here *

EXPERIENCE AND ARTISTIC MERIT 20%

Who are the key people involved in your project and what are their roles? *

Attach confirmation of participation from artists/key people involved in your project. (for example, letter or email screenshot)

Attach a file:

Attachment

Attach a file:

Attachment

Attach a file:

Attach Artist CVs for key people involved in your project.

Attach a file:

Attachment

Attach a file:

Attachment

Attach a file:

Attach portfolios of work for the key people involved in your project which may include images, videos, web links or other relevant materials, demonstrating significant experience and high-quality outcomes in the artist's field.

Attach a file:

Attachment

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Attach a file:

Attachment

Attach a file:

WELL PLANNED 30%

Outline your project plan, including your approach to communications and engagement, as well as how you will evaluate your project. *

Attach plans if needed

Attach a file:

Attach plans if needed

Attach a file:

Attach plans if needed

Attach a file:

Letters of Support

Do you have letters or emails of support from project partners and stakeholders?

*

- Yes
- No
- Other:

Attach letters or emails of support

Attach a file:

Attach letters or emails of support

Attach a file:

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Permits and Approvals

It is your responsibility to secure any permits or approvals that your project or event may need.

I understand that it is the applicant's responsibility to secure any permits and/or approvals to deliver my project. *

Yes

Do you need a City of Greater Geelong event permit? *

Yes
 No

If yes, what is the status of that application?

Approved
 In process
 Not commenced
 Other:

Please attach a copy of your event permit, if applicable

Attach a file:

For more information:

Please refer to our event planning information [guide](#).

If you are staging an event on public land, you need to apply to the City of Greater Geelong for permission. If so, please click [here](#)

Budget & Funding Request

It is mandatory to complete the budget income and expenditure tables as this section forms part of the 'Well Planned' assessment criteria outlined in the grant guidelines.

- Outline your project budget including the grant amount requested and what (if any) additional funding sources will assist to deliver your project.
- Requests for projects can be for amounts of up to \$20,000.

Professional artists in Australia should be paid for the work that they do. The National Association for the Visual Arts (NAVA) outlines industry standard pay rates and artists' fees in the Code of Practice. Visit their [website](#) for a payment guide.

Total project cost *

\$

What is the total budgeted cost of your project? Must be whole dollar amount (no cents)

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Total amount requested

*

What is the total grant amount you are requesting in this application? Must be whole dollar amount (no cents)

Income

Budget - Income	Insert income amount \$	3. Confirmed?
Grant amount requested	\$	
Applicant cash contribution	\$	
Other grants/funding	\$	
Other income sources (provide details)	\$	
In-kind (value of labour, services or goods)	\$	
	\$	
	Must be a whole dollar amount (no cents).	

Income Total

This automatically totals your income

Total Income Amount

This number/amount is calculated.

Budget Expenses

List all expenses for your activity.

Attach evidence for expenses that you are using the City's funding for. Evidence we will accept includes:

- supplier or contractor quotes with the supplier's business name, ABN/ACN and contact details including NAVA Payment Standards for Artists: <https://code.visualarts.net.au>.
- screenshots from online stores with the item description, price and supplier's business name.

If you do not provide this evidence, you may receive a lower score for this criteria, or the cost may be removed from the grant request.

Expense eg: marketing, production costs	Insert cost (\$)	Grant funding	Upload quotes/ estimates here
	\$		
	Must be a whole dollar amount (no cents).		

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Total Expenses

This automatically totals your expenditure

Total Expenditure Amount

\$

This number/amount is calculated.

Budget Totals

The budget **MUST** balance (**TOTAL INCOME = TOTAL EXPENDITURE**)

This table automatically totals your income and expenditure. If column three does not equal \$0 you will need to review your budget to ensure that it balances.

Total Income Amount

\$

This number/amount is calculated.

Total Expenditure Amount

\$

This number/amount is calculated.

Income - Expenditure

\$

This number/amount is calculated.

Other Grants and Funding

If you have placed an amount in the budget income table above, against 'Other grants/ funding' please provide details of where any additional funding is from and the date those funds will be available if you are successful.

If there are no other sources of funding you have applied for, do not complete this section.

Name of other grant/ funding programs applied to	Amount applied for	Date funds will be available if successful
--	--------------------	---

<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
	Must be a dollar amount.	Must be a date.

Further Information

Optional - Is there anything else you would like to say in support of your application that will add to the understanding of you, your organisation or project? Letters of support can be attached here.

Optional - Add attachment

Attach a file:

Stay Connected to Arts Geelong

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We welcome you to stay connected to Creative City news and opportunities across the City of Greater Geelong by [joining our mailing list](#) and following us on Instagram @artsandculturegeelong and [Facebook](#)

Prioritising Applications

* indicates a required field

If the total funding requested by all applicants exceeds the available funding, we may prioritise:

- applicants who did not receive money from this grant in the previous year
- applications from organisations that do not receive money from electronic gaming machines or gambling
- applications that closely align with the [Arts and Culture Strategy 2021-31](#).

Did you receive a Creative Commissions grant from the City in 2025/26 grant round? *

- Yes
- No
- Not sure

Electronic Gaming Machines (EGMs)

Do you own or operate EGMs? *

- Yes
- No

Do you receive EGM generated funding or support? *

- Yes
- No

If you answered yes to either question above, please provide details

Certification and Privacy Information

* indicates a required field

Certification

I certify that:

- I am authorised to submit this application on behalf of the applicant.
- I have read the relevant grant guidelines.

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- The information provided in this application, and in any attached supporting document, is true, accurate and complete to the best of my knowledge.
- I understand that submitting an application does not guarantee that I will receive funding from the City.
- I understand that applications are assessed competitively against the published assessment criteria and available City budget, and that the City may offer funding in full or in part (if at all).
- I understand that funding decisions made by the City are final.
- If this application is successful, I agree to comply with the terms and conditions of the funding agreement, including any requirements relating to permits, approvals, insurances, acknowledgements, reporting and acquittal.
- I understand that providing false and/or misleading information may affect this application, any future applications, or any funding agreement entered into as a result of this application

I acknowledge that I have read and agree to the above conditions of my application *

Yes

No

Organisation name (insert organisation name applying for this grant) *

Insert organisation name applying for this grant

Auspice organisation name (only complete if applicable)

If the application has an auspice - please provide organisation name

Name of person authorising: *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position (e.g. secretary or treasurer) *

Date *

Must be a date

Privacy Collection Statement

We collect the personal information on this form so we can process your application and follow up if needed. We won't share it except to assess your grant or if the law requires it. Our full [privacy policy](#) is available on our website.

If you wish to alter any of the personal information you have supplied to City of Greater Geelong, please contact us by sending an email to privacy@geelongcity.vic.gov.au.

Feedback

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* indicates a required field

Help us improve

You are now coming to the end of your application process and before you **REVIEW** and click the **SUBMIT** button please take a few moments to provide some feedback.

We would value any feedback you may have regarding our online grants application process.

Were the questions in this form easy to understand?

- Very easy Easy Neutral Difficult Very difficult

Suggestions - What can we do better next time?

Were the questions in this form easy to understand? *

- Social media
 Internet search
 Newspaper
 Word of mouth
 Previous applicant
 City of Greater Geelong website - direct to page
 Email from City of Greater Geelong
 Other: