

# Major Cultural Organisation Grant Guidelines

This guideline outlines the eligibility, assessment criteria and application process for the Major Cultural Organisation Grant.

For detailed information and definitions, please read the Grant Program Overview 2021 - 2022.

## OVERVIEW

The Creative Hobart grants program supports a vision that recognises cultural development and the creative industries, provides a real opportunity to strengthen community wellbeing, create a rich sense of place, and contribute to economic viability.

Major cultural organisations contribute to Hobart as a creative city and make Hobart a truly wonderful place to live, work and visit.

This grant contributes towards the annual public programs of major cultural organisations located in Hobart.

## WHAT CAN YOU APPLY FOR?

The Major Cultural Organisation Grant provides support towards ongoing public program costs. This may include artistic programming, audience development, artist development, community outreach, or other activities that constitute the annual program of activities of the organisation.

Eligible organisations may also apply for other funding within the City of Hobart grants program for special events, projects and activities in addition to the organisation's annual public program.

## AVAILABLE FUNDING

This grant provides cash support over \$10,000.

A total of \$100,000 is available to provide support for the programming in 2022.

The grant request should be commensurate with the scale of the proposed activity taking into account expected audience numbers and participants involved.

## WHO CAN APPLY?

To be eligible for the Major Cultural Organisation Grant, applicants must be:

- ✓ located in the City of Hobart municipality
- ✓ constitutionally established to primarily support and deliver creative outputs and outcomes
- ✓ a not-for-profit organisation
- ✓ able to demonstrate an annual income of at least \$1.5 million
- ✓ employing professional permanent staff
- ✓ delivering year-round public outcomes
- ✓ infrastructure-based organisations with public presentation space.

## More Information

Information about how the Major Cultural Organisation and other Creative Hobart grants is available at [hobartcity.com.au/grants](http://hobartcity.com.au/grants).

If you require additional assistance, please contact the Creative Hobart team on 03 6238 2823 or email [grants@hobartcity.com.au](mailto:grants@hobartcity.com.au).

## ACTIVITY ELIGIBILITY SUMMARY

Applications will need to demonstrate that the request for support:

- ✓ is aligned with at least eight of the nine [Creative Hobart Strategy](#) objectives
- ✓ is for activity that is delivered in the City of Hobart local government area
- ✓ incorporates key strategic commitments for the City of Hobart, such as:
  - [Waste Reduction statement of commitment](#)
  - [Aboriginal Commitment and Action Plan](#)
  - [Hobart: A city for all](#), the City of Hobart's Community Inclusion and Equity Framework.

Applications will be ineligible if the request for support:

- ✗ Is submitted after the closing time and date of the grant round
- ✗ duplicates existing activities already available within the Hobart local government area
- ✗ is from an applicant that has not fulfilled the conditions of a previous City of Hobart grant by the due date
- ✗ is commercial, has the potential to make significant profit or be self-sustaining.

This grant cannot be used to fund:

- ✗ donations or fundraising activities that support the recurrent operations of the applicant
- ✗ contribution towards payment of rates
- ✗ activities that have already commenced, or are scheduled to, prior to the published activity start date
- ✗ retrospective payments or deficit funding

- ✗ capital works, construction, or improvements to buildings not part of a recognised public art installation
- ✗ individual pursuits or professional development, unless there is a significant, demonstrated public outcome
- ✗ the purchase of equipment that is not specific to activity delivery and would otherwise support the operations of the organisation
- ✗ the core delivery of national conferences or seminars to be staged in Hobart.

## WHEN TO APPLY

### Applications open

Monday 5 July 2021

### Applications close

5pm on Monday 26 July 2021

### Notification of application outcome

October 2021

### Activity timeframe

1 January to 31 December 2022

## HOW TO APPLY

The first step is to contact the Creative Hobart team to discuss your proposal by calling 03 6238 2823 or email [grants@hobartcity.com.au](mailto:grants@hobartcity.com.au).

We use the SmartyGrants system to administer the grants program, and all applications can be started at [hobartcity.com.au/Grants](http://hobartcity.com.au/Grants).

If you are having difficulty submitting your application please contact the grants officer on 03 6238 2132 or [grants@hobartcity.com.au](mailto:grants@hobartcity.com.au).

## ASSESSMENT

Assessment of the Major Cultural Organisation Grants are undertaken by a panel of council officers and external representatives with relative experience in the subject matter. Panel recommendations are reported to the Council, or their delegate, for approval.

## ASSESSMENT CRITERIA

Each eligible application will be assessed on its individual merit against the following criteria to determine its capacity to:

- Enhance the image of the City as a vibrant place to live and visit
- Align with the objectives of the Creative Hobart Strategy
- Demonstrate involvement and benefits to the community through the activity
- Manage capacity through suitably qualified and experienced staff, and strong financial viability.

# Creative Hobart Strategy

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The City's cultural strategy, Creative Hobart, outlines three 'Outcome Areas' with nine 'Objectives'. Part of the assessment will rate applications on the capacity to contribute to at least eight of the nine Creative Hobart Strategy objectives.

## A PLATFORM FOR CREATIVITY

Facilitate programs that engage artists and cultural workers in activating the city's built and natural public spaces, providing opportunities for community participation in culture.

Objective 1.1 - Enhancing a sense of place

Objective 1.2 - Activating public spaces

Objective 1.3 - Activating Council facilities

## THE CITY AS AN INCUBATOR

Encouraging and supporting creativity, innovation, excellence and diversity. To facilitate work with the creative sector and the community to foster an environment in which creativity can flourish.

Objective 2.1 - Nurturing creativity

Objective 2.2 - Investing in innovation

Objective 2.3 - Celebrating excellence and diversity

## THE CITY AS A CONNECTOR

Connecting creative people, disseminating information and knowledge, developing shared understandings and exchanging opinions.

Activities that provide a welcoming and supportive environment in which ideas and dreams for the future are shared.

Objective 3.1 - Connecting creative people

Objective 3.2 - Gathering and disseminating knowledge

Objective 3.3 - Brokering connections

## SUCCESSFUL APPLICATIONS

### Agreement

A formal grant agreement will be sent to successful applicants. Inability to comply with the agreement may result in withdrawal of support.

Applicants who do not meet their obligations under a grant agreement may not be eligible to apply for future grants.

### Payment and GST

Payment information will be provided with the letter of offer. Grants will be paid in full upon receipt of a tax invoice or the City can generate a recipient created tax invoice (RCTI).

Organisations registered for GST should add GST to the grant amount.

### Recognition of Assistance

Successful applicants must acknowledge the City of Hobart's assistance for their activity. Please refer to the [Grant Partnership Acknowledgement Guidelines](#) for details.

### Activity variations

If there are significant changes to the funded activity, applicants must contact the grants officer to confirm the variation is acceptable.

This includes, but is not limited to, activity start and end dates, venues, fees and charges.

### Acquittal

Upon completion of the activity, successful applicants will be required to acquit their grant, providing evidence of the execution of their activity, expenditure and outcomes.

The acquittal form is available on SmartyGrants, and must be completed online within three months of the activity completion date.

Organisations that do not satisfactorily acquit their grant may not be eligible for future funding

and may be required to return the funds allocated to their activity.

## UNSUCCESSFUL APPLICATIONS

Unsuccessful applicants are strongly encouraged to arrange a feedback session with the grants officer to discuss the results.

Feedback sessions can offer insight into the reasons behind an unsuccessful application and are valuable for future applications.

## INFORMATION AND ENQUIRIES

### Accessibility

If you can't access the online form or documents for this grant, please contact the grants officer to discuss how it can be adapted to suit your needs.

### Documents

Copies of all City of Hobart documentation referred to throughout these guidelines can be found via the hyperlinks contained in this document and on the City of Hobart website.

### Contact Officer

To discuss your proposal or administration and technical matters, please contact the grants officer on 03 6238 2132 or [grants@hobartcity.com.au](mailto:grants@hobartcity.com.au).