

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Introduction and instructions

* indicates a required field

Introduction

Welcome to the City of Sydney's online grant application service for the Aboriginal and Torres Strait Islander collaboration fund, powered by SmartyGrants.

This program supports a strong and sustainable local Aboriginal and Torres Strait Islander community-controlled sector to deliver projects that meet the needs and aspirations of Aboriginal and Torres Strait Islander people in the local area. Funding supports Aboriginal and Torres Strait Islander people through projects, programs and activities. Funding is available up to \$50,000.

The Aboriginal and Torres Strait Islander collaboration fund is only available to local Aboriginal and Torres Strait Islander people, groups and organisations. Our funding will prioritise projects that deliver positive outcomes and meet the needs and aspirations of local Aboriginal and/or Torres Strait Islander Communities.

All applicants will need to demonstrate that you have support for your project from local Aboriginal and/or Torres Strait Islander people, groups and organisations located within the [City of Sydney local government area](#). Please provide letters of support with your application.

Applications will be assessed against:

- evidence of the need for the project and proposed outcomes and relevance to Aboriginal and Torres Strait Islander communities
- capacity and experience of the applicant to deliver the project
- demonstrated connection to and benefit for local Aboriginal and Torres Strait Islander communities
- how the project will deliver against the funding priorities

We do not accept duplicate applications for the same activity. Applications that are submitted to more than one program at the same time will only be considered in one program.

Please read the [Aboriginal and Torres Strait Islander collaboration fund webpage](#) and [Grants and sponsorship program guidelines](#) for further information.

Please note that the supporting documents, budget requirements and venue requests are listed towards the end of the application form so please familiarise yourself before beginning.

Who can apply

To be eligible for the Aboriginal and Torres Strait Islander collaboration fund, an applicant must operate within the City of Sydney's local government area and be able to demonstrate significant benefits for the area's Aboriginal and Torres Strait Islander residents, workers and/or visitors.

As part of this application, all applicants will be required to provide proof of Aboriginality:

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

- Individuals and sole traders must identify as Aboriginal or Torres Strait Islander and be accepted as such by the community in which they live
- Groups must consist of majority Aboriginal and/or Torres Strait Islander members
- Organisations must have a governing body that is majority Aboriginal and/or Torres Strait Islander people
- If you are working with an auspice, the auspice does not have to be an Aboriginal or Torres Strait Islander owned or led organisation.

These individuals and organisations can apply:

- Not-for-profit organisations
- For-profit organisations
- Sole traders
- Individuals or unincorporated community groups auspiced by a not-for-profit or for-profit organisation.

If you work with an auspicing organisation, we encourage you to choose one that is relevant to the sector and that can support the development of the proposal.

I confirm I understand this advice *

Yes

Hiring City spaces

In addition to cash, you can apply for a fee waiver to hire a City indoor space. The City can provide a fee waiver based on the fee quote uploaded to your application.

- For booking Sydney Town Hall, Paddington Town Hall or Customs House, please contact thm@cityofsydney.nsw.gov.au to request a quote
- For booking community venues, please contact communityvenues@cityofsydney.nsw.gov.au to request a quote
- When requesting a quote please notify staff that you are applying for a grant with the City

Outdoor venues and libraries are not available for value-in-kind requests. For outdoor events we recommend contacting openspacebookings@cityofsydney.nsw.gov.au to learn if an outdoor space is available and suitable for your event.

Need help?

If you need more help using this form, please read the [Help Guide for Applicants](#) and [Applicant Frequently Asked Questions \(FAQ's\)](#).

If you have questions, including which program to apply in, please review the [guidelines](#) or contact Cathy Brown/Alana Goodwin from the grants team on 02 9265 9333 or communitygrants@cityofsydney.nsw.gov.au.

Applicant details

* indicates a required field

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Contact for application

This is the person we will primarily correspond with about this application.

Contact name *

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

Contact position *

Contact phone number *

Must be an Australian phone number

Contact email address *

Must be an email address

Are you applying as an eligible organisation or with an auspice organisation? *

- We are an eligible not-for-profit organisation
- We are an eligible for-profit organisation
- I am an eligible sole trader
- I am an individual or we are a group applying with an eligible auspice organisation

Applicant

Applicant name *

- Individual Organisation

Organisation Name

First Name

Last Name

<input type="text"/>	<input type="text"/>
----------------------	----------------------

For organisations, Trading name or any other name you are known by publicly.

Please think carefully about what specific entity is applying. If your application is successful (and no auspice is required) the funding will be contracted and paid to the *Entity name* in the ABN section below.

There will not be an opportunity to change the contract or to pay the funds to another entity if details are incorrect or if the entity changes its name or changes hands.

If you are naming a Trustee, please provide the details of the Trustee (where the Trustee is a company).

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.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

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.
(Australian Business Number)

Applicant address *

Address

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

Applicant postal address (if different)

Address

Does your organisation identify as an Aboriginal and/or a Torres Strait Islander Enterprise? *

Yes No

The City and Supply Nation recognise that organisations with at least 50% ownership qualify as an Aboriginal and/or Torres Strait Islander entity

Applicant website

Must be a URL.

Can include your social media page if you do not have a website.

Auspice organisation details

As you are an individual or unincorporated group, your submission requires an auspicing organisation to be eligible.

Auspicing is where an organisation administers funding on behalf of an applicant who is not eligible to apply in their own right.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Please note: Your Auspice does not have to be an Aboriginal or Torres Strait Islander led or owned Organisation

Please think carefully about what specific entity is applying. If your application is successful the funds will be contracted and paid to the **Entity name in the ABN section below**.

Auspice organisation name *

Trading name or any other name you are known by publicly

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.
(Australian Business Number)

Auspice address *

Address

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

Auspice postal address (if different)

Address

Auspice website

Must be a URL.

Attach a letter from your auspice organisation stating their willingness

Attach a file:

Please ensure the name of your file is clear.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

to accept and administer the agreement. *

Auspice contact *

Title

First Name

Last Name

Auspice contact position *

Auspice contact number *

Must be an Australian phone number

Auspice contact email *

Must be an email address

Organisational documentation

If you or your auspice are a not-for-profit organisation without charity or deductible gift recipient (DGR) status, please attach your / your auspices Constitution or Rules which includes your statement of purpose and organisation structure.

Upload Constitution or Rules of the applicant or auspice organisation

Attach a file:

Annual report with financial statements or recent BAS statement for the applicant or auspice organisation

Attach a file:

About you

* indicates a required field

Tell us about you / your organisation and its role in the City of Sydney local area by addressing the below:

- What is your main purpose, service or practice?
- Explain your work in the local area
- Explain your connection to local Aboriginal and Torres Strait Islander communities
- Explain your previous experience in completing similar projects

Strong applications will demonstrate that there is a connection to the local Aboriginal and Torres Strait Islander Communities within the [City of Sydney local Government area](#), beyond just the beneficiaries.

*

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Word count:

Must be no more than 300 words.

Proof of Aboriginality

To be eligible for this fund, all applicants, including Aboriginal and/or Torres Strait Islander individuals, sole traders and community groups will be required to provide confirmation of Aboriginality.

Please note: confirmation is required of all Applicants, but not for an Auspice.

It is preferred (but not limited to) this confirmation being from a registered Aboriginal and/or Torres Strait Islander community organisation stamped with their common seal and that confirms the applicant:

- is of Aboriginal and/or Torres Strait Islander descent
- identifies as an Aboriginal and/or Torres Strait Islander person
- is accepted as such by the Aboriginal and/or Torres Strait Islander community in which you live, or formerly lived.

Alternatively, Aboriginal and/or Torres Strait Islander businesses and organisations are required to provide proof of certification and/or registration from the following:

- [NSW Indigenous Chamber of Commerce](#)
- [Supply Nation](#)
- [Office of the Registrar of Indigenous Corporations](#)

Please upload your proof of Aboriginality documentation *

Attach a file:

Partners and collaborators

As part of demonstrating a connection to the local area and with the local Aboriginal community, please list any partners, community members, collaborators, key professionals or specialists you plan to partner with on this project.

For this application, we encourage you to source letters of support from your partners that describe how the partner contributes to or will benefit from this project.

Partner name	Role	Letter of Support

About your project

* indicates a required field

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

We receive many applications across all of our programs. Please make it clear in your answers how your project will benefit our local residents, workers, students and visitors. To be eligible for funding, the project must be primarily located in our [local government area](#) and target the local community.

Please view the [Aboriginal and Torres Strait Islander collaboration fund webpage](#) to confirm the timing of your project is within the timeframe for the program you are applying in.

Project name *

Must be no more than 10 words.

We may use this description in presenting your application to Council and public announcements if successful.

Brief project description *

Word count:

Must be no more than 30 words.

Briefly explain what, where and when your project will take place. We may use to this description in presenting your application to Council and public announcements if successful.

Project start and end dates

City of Sydney funds can only support activities that occur within the project timeframe. Please be aware that the City of Sydney cannot support costs for projects that have already started.

The start date should be between 8-12 weeks after you submit this application

Project start date *

Must be a date and no earlier than 26/2/2024.

Activities should be delivered within 12 months of the project start date.

Project end date *

Must be a date.

When and how often will your project(s) run? *

Include dates when known. E.g. Weekly on Mondays, 4-11 July 2024, 1st Tuesday of every month, etc.

The location of your project

Where specifically is your project or event taking place? *

E.g. an address, street, suburb or area that is appropriate to your project

City of Sydney Villages

City of Sydney Villages

Our local area is divided into **10 village groups**. Each village is unique and dynamic in its own right with its own set of cultural, social, economic and environmental characteristics.

Please locate which **village** your project will take place in. You may also wish to view this **map** of the City of Sydney area.

What village(s) is your project located in? *

- CBD and Harbour
- Chinatown and CBD South
- Crown and Baptist Streets
- Glebe Point Road
- Green Square and City South
- Harris Street
- King Street
- Macleay Street and Woolloomooloo
- Oxford Street
- Redfern Street
- Across the City of Sydney local area
- None of the above

Use the details below to help you:

CBD and Harbour - Sydney City - The Rocks, Dawes Point, Millers Point, Walsh Bay & Barangaroo **Chinatown and CBD South** - Haymarket, Southern CBD & Chinatown **Crown and Baptist Streets** - Surry Hills, Moore Park & East Redfern **Glebe Point Road** - Glebe, Forest Lodge & parts of Ultimo, Annandale & Camperdown **Green Square and City South** - Beaconsfield, Rosebery, Zetland & parts of Alexandria, Waterloo & St Peters **Harris Street** - Pyrmont, Broadway & parts of Ultimo **King Street** - Newtown, Erskineville & parts of Camperdown & Alexandria **Macleay Street and Woolloomooloo** - Woolloomooloo, Potts Point, Elizabeth Bay, Rushcutters Bay & Kings Cross **Oxford Street** - Paddington, Darlinghurst, East Sydney, Centennial Park **Redfern Street** - West Redfern, Chippendale, Darlington, Eveleigh, Golden Grove & parts of Waterloo & Alexandria

Do you want to hire a City of Sydney outdoor space or park for your activity or event? *

- Yes No

To discuss your event, please contact the Outdoor Events & Filming Team via email on openspacebookings@cityofsydney.nsw.gov.au or on (02) 9265 9333.

Outdoor space or park options

If this application is successful and you are planning to run an event in a City of Sydney managed outdoor space, you will need to submit an event application form and supporting documentation to the Outdoor Events & Filming Team prior to your event for approval.

Outdoor spaces you can hire are shown on the interactive map at the bottom of the [Apply to hold an outdoor event](#) webpage.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

A list of associated fees, the *Event application form*, *Event guidelines* and further information can be found on our [Apply to hold an outdoor event webpage](#).

To discuss your event, please contact the Outdoor Events & Filming Team via email on openspacebookings@cityofsydney.nsw.gov.au or on (02) 9265 9333.

Outdoor space(s) you want to hire *

Attach an event site plan *

Attach a file:

A site plan can be as simple as a screenshot of Google Maps with your proposed site plan drawn on top.

Attendance and staff

How many people do you expect to attend? *

Must be a number.

How many paid staff do you expect will contribute to the running and implementation of the project? *

Must be a number

How many volunteers do you expect will contribute to the running and implementation of the project? *

Must be a number

City of Sydney community members

Is your project designed for a general audience or do you address specific groups in the local area?

Which City of Sydney community members will benefit and / or contribute to this project?

Primary beneficiaries / contributors *

Secondary beneficiaries / contributors *

Explain your project in more detail

* indicates a required field

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Funding priorities

Select the funding priority that your project will make the greatest contribution to: *

Select another funding priority that your project will contribute to: *

Explain your project in more detail

Please describe your project in more detail by addressing the below questions:

- What are you planning to do?
- Why is your project needed in the City of Sydney? Explain how your proposed project or activity meets a need in the local community that is not currently being met?
- What community support do you have for your project?
- How are you going to tell people about your project? Will people be referred from other services? Are they already attending other programs you are offering?
- How will your project contribute to the chosen funding priorities?
- How many activities/programs are scheduled throughout the funded period?
- If you are offering an education course or recognised qualifications, list the TAFE or College you will link to, or detail your registration or qualifications to provide this training

*

Word count:

Must be no more than 500 words.

Accessibility

The City of Sydney has developed an [Action Plan](#) that outlines key access and inclusion considerations to be referred to when planning and delivering projects within the local area.

- How will your project ensure participation, access and inclusion across our diverse communities, including people with disability?

*

Word count:

Must be no more than 100 words.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Environmental sustainability

The City has declared a Climate Emergency and Council adopted a Climate Emergency Response Plan that outlines key actions that can be taken to reduce environmental impact.

Organisations are to ensure that any events funded through a City grants or sponsorship program are delivered in an environmentally sustainable way. Please access the [City's Sustainable event guidelines](#) and [guidelines for single use items](#) for information on how to reduce waste from events and services.

Organisations are also encouraged to reduce the carbon impact of their project and at a minimum purchase an appropriate amount of [GreenPower](#) to offset electricity consumed by their project.

Describe the specific actions you will take to reduce the environmental impact of your project, in particular to eliminate single use items and to offset through GreenPower. *

Word count:

Must be no more than 150 words.

E.g. Impacts could relate to carbon emissions, waste production, water use or pollution. These could be minimised by purchasing GreenPower to offset, monitoring and managing energy consumption, implementing best practice recycling, implementing a sustainable event management plan or encouraging cycling.

Child safety

In our society children are valued and their health, safety and wellbeing are important. [Protecting our children and young people from harm is everyone's job.](#)

You must ensure the safety and welfare of children and young people (up to 18 years of age) that your project has contact with, by managing risks to child safety, in particular risk of harm.

Here is a [Child Safety Code of Conduct template](#).

Do you have a child safety / protection policy and procedures? *

Yes No

We require a child safety/protection policy and procedures if the proposed project involves child-related work

How will you ensure the safety of children and young people that your activities have contact with? *

Word count:

Must be no more than 100 words.

Please upload your child safety / protection policy and procedures *

Attach a file:

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Project risk

Please list the specific risks that could impact the outcomes or success of your project and describe how you will address them

Describe any / all of your project's risks, hazards and barriers. *

Describe what you will do to address your project's risks *

Risks could include, but are not limited to WHS, financial, strategic, reputational, Covid-19 etc.

Value-in-kind

* indicates a required field

As part of this application, you can request value-in-kind for [venue hire](#).

Note: Outdoor venues and libraries are not available for value-in-kind requests. For outdoor events see our [outdoor events page](#) for more information.

Are you seeking venue hire fee waiver assistance from the City for this project? *

- Yes No

What is the type of value-in-kind assistance you are seeking? *

- Venue hire

Venue hire options

Which landmark venue(s) have you chosen for your project?

- Barnet Long Room, Customs House Paddington Town Hall Sydney Town Hall

Which community venue(s) have you chosen for your project?

- | | | |
|---|---|---|
| <input type="checkbox"/> Abraham Mott Community Space | <input type="checkbox"/> Erskineville Town Hall | <input type="checkbox"/> Redfern Oval Community Room |
| <input type="checkbox"/> Abraham Mott Hall | <input type="checkbox"/> Glebe Town Hall | <input type="checkbox"/> Redfern Town Hall |
| <input type="checkbox"/> Alexandria Town Hall | <input type="checkbox"/> Green Square Library Anything Room - note: only available during library opening hours | <input type="checkbox"/> Reginald Murphy Community Centre |
| <input type="checkbox"/> Benledi House | <input type="checkbox"/> Green Square Library Music Room - note: only available during library opening hours | <input type="checkbox"/> Rex Centre |
| <input type="checkbox"/> Booter Community Centre | <input type="checkbox"/> Joseph Sargeant Community Centre | <input type="checkbox"/> Robyn Kemmis Reserve Community Space |

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

- | | | |
|--|---|--|
| <input type="checkbox"/> Brown Street Community Hall | <input type="checkbox"/> Juanita Nielsen Community Centre | <input type="checkbox"/> Ron Williams Community Centre |
| <input type="checkbox"/> Cliff Noble Community Centre | <input type="checkbox"/> KGV Recreation Centre | <input type="checkbox"/> St Helen's Community Centre |
| <input type="checkbox"/> Darlinghurst Community Space | <input type="checkbox"/> Mary McDonald Centre | <input type="checkbox"/> Sydney Park Pavilion |
| <input type="checkbox"/> Darling Square Library Idea Space (Full Idea Space) - note: only available during library opening hours | <input type="checkbox"/> Perry Park Recreation Centre | <input type="checkbox"/> Tote Building |
| <input type="checkbox"/> Darling Square Library Idea Space (Half Idea Space) - note: only available during library opening hours | <input type="checkbox"/> Peter Forsyth Auditorium | <input type="checkbox"/> Ultimo Community Centre |
| <input type="checkbox"/> East Sydney Community and Arts Centre (Ground Floor only) | <input type="checkbox"/> Redfern Community Centre | |

Landmark venue hire

Before applying for Landmark venue hire fee waiver, you must obtain a quote from the City by emailing thm@cityofsydney.nsw.gov.au. When requesting a quote please notify staff that you are applying for a grant with the City.

Please upload the quote provided by the City. *

Attach a file:

Please ensure the name of your file is clear.

What is the value for this booking as quoted by the City including GST? *

\$

Must be a whole dollar amount (no cents).

What is the value for this booking as quoted by the City excluding GST? *

\$

Must be a whole dollar amount (no cents).

Please note that if you do make a booking you commit to the terms and conditions of any City of Sydney Venue Management booking contract, regardless of the outcome of this application.

Community venue hire

Before applying for Community Venue hire fee waiver, you must obtain a quote from the City by emailing communityvenues@cityofsydney.nsw.gov.au. When requesting a quote please notify staff that you are applying for a grant with the City.

Please list your Booking Reference Number(s) for your tentative booking *

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

What is the value for this booking as quoted by the City including GST? *

\$

Must be a whole dollar amount (no cents).

What is the value for this booking as quoted by the City excluding GST? *

\$

Must be a whole dollar amount (no cents).

Please note that if you do make a booking you commit to the terms and conditions of any City of Sydney Venue Management booking contract, regardless of the outcome of this application.

Value-in-kind request

This is the total of all the value-in-kind amounts you have requested from the City

*

\$

This number/amount is calculated.

You will need to add this figure into the income and expenditure tables on the next page.

Budget

* indicates a required field

Budget tips

You can add rows to the income and expenditure tables as you go, please be as detailed as possible. You are not required to match any requested funding.

To calculate the volunteer time contributed to the activities, use the fees of **\$25** per hour for volunteers and **\$75** per hour for contractors or professionals volunteering their time (guide only).

Capital expenditure and equipment over \$5,000 will not be funded. Capital expenditure and equipment valued at over \$1,000 (ex GST) should have quotes attached.

All figures should be GST exclusive.

Public liability insurance

The City requires projects to have public liability insurance to the value of \$10 million. If your project is successful, you will be required to maintain Public Liability Insurance throughout the duration of this project.

Public liability insurance costs are eligible for funding and can be included in the budget as a request from the City.

The City understands that applicants may incur costs in collecting data for their acquittal and by conducting evaluation activities. **Evaluation activity costs are eligible for funding and can be included in the budget** as a request from the City. For example:

- Survey costs
- Translation and interpreters
- Evaluation activities

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Should your application be successful, you will be required to report any variances in your acquittal.

Sample budgets

1. Income table example:

Income description

Amount cash ex GST

Amount in-kind ex GST

E.g. City of Sydney

\$50,000

E.g. Applicant financial contribution

\$15,000

\$2,250

E.g. In-kind support venue hire - City of Sydney

\$1,500

2. Expenditure table example:

Expenditure description *How will you fund this expense?* *Amount cash ex GST* *Amount in-kind ex GST*

E.g. Project lead salary (50% contribution by City of Sydney) *City of Sydney* *\$15,000*

E.g. Project lead salary (50% contribution by Organisation) *Applicant* *\$15,000*

E.g. Project support staff lead salary *City of Sydney* *\$15,700*

E.g. Travel - Inclusive of vehicle lease, tolls, servicing, insurance, petrol *City of Sydney* *\$5,500*

E.g. Promotion *City of Sydney* *\$900*

E.g. Public Liability Insurance for 12 months *City of Sydney* *\$2,200*

E.g. Equipment - x2 Latops, printer and scanner *City of Sydney* *\$5,000*

E.g. Project Evaluation and Reporting *City of Sydney* *\$5,700*

E.g. Volunteer staff x2 for 15 hours each *Applicant* *\$2,250*

E.g. Venue hire *City of Sydney* *\$1,500*

Cash request

What is the total cash amount (ex GST) you are requesting under this grant program? *

\$

Must be a whole dollar amount (no cents) and no more than 50000.

This should match the cash request from the City in the income table below.

Income table

List all the sources of cash and in-kind income for your project in the table below.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Cash income may include any income generated from the project, your own contribution to the project, contributions from other funding partners (approved or pending).

In-kind sources may include any non-cash items such as volunteer time, donated supplies or venues that have waived their fees.

Income description	Amount cash ex GST	Amount in-kind ex GST
City of Sydney	\$	\$
	\$	\$
	\$	\$
	\$	\$
Add additional rows for each income source	Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).

Income totals

These auto-calculated fields tally the above table.

Total cash income *

\$

This number/amount is calculated.

Total in-kind income *

\$

This number/amount is calculated.

Total cash and in-kind income *

\$

This number/amount is calculated.

This is the total cash contribution from you and third parties *

\$

This number/amount is calculated.
Ex GST

This is the amount of cash and value-in-kind you are requesting from the City *

\$

This number/amount is calculated.

Expenditure table

List all the various expenditure items for your project.

All of the income for your project listed above should be expended in this table, including:

- what you have allocated to City of Sydney funding
- what any in-kind sources will go towards

Expenditure description	How will you fund this expense?	Amount cash ex GST	Amount in-kind ex GST
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

		\$	\$
		\$	\$
		\$	\$
Add additional rows for each expenditure source		Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).

Expenditure totals

These auto-calculated fields tally the above table.

They should match the auto-calculated income totals to ensure the budget is balanced.

Total cash expenditure *

\$

This number/amount is calculated.

Total in-kind expenditure *

\$

This number/amount is calculated.

Total cash and in-kind expenditure *

\$

This number/amount is calculated.

Budget totals

If the income amount equals the expenditure amount in the tables above the below amounts will be zero.

Total cash income - expenditure *

\$

This number/amount is calculated.

Total in-kind income - expenditure *

\$

This number/amount is calculated.

Total cash and in-kind income - expenditure *

\$

This number/amount is calculated.

Quotes

Please attach quotes for capital expenditure items and equipment over \$1000 to demonstrate good value for money.

Attach quotes

Attach a file:

Support material

Supporting documentation

Please label each document clearly with 'Document Name - Organisation - Application Number'. For example: *Project Plan - Your Organisation - CF202223001*

When uploading multiple attachments, wait for each file to upload before trying to attach another file. Files can be up to 25MB each; however, we do recommend trying to keep files to a maximum of 5MB - the larger the file, the longer the upload time.

Please note: Not all supporting documentation listed below will be applicable to your project.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

For example:

- Case studies of previous projects
- Letter(s) of support from the community or other stakeholders - These are letters of support from stakeholders *other than* your partners.
- A list of community members or businesses who will be involved in the project
- Project activities timeline - a timeline of your activities detailing actions and resources required for your project. Consider the 3 stages of a project: design, implementation and evaluation.
- Photos
- Minutes of planning meetings
- Evidence to demonstrate owners consent - If you are using a space not commercially hired, you can upload an email or letter from the owner showing permission for the intended purpose.

Attach any supporting documentation here

Attach a file:

Declarations

* indicates a required field

Privacy protection notice

Purpose of collection: This information is being collected to assess grant applications. A summary of all grant applications will be reported to Council by way of a Council report available on the City's website. The information reported to Council includes the ABN name or the name of an individual when applying under an auspice. Non-identifiable data about grant applications may also be used in public reports and in research to improve the grants program.

Intended recipients: City of Sydney employees

Supply: The supply of this information is voluntary however if you are unwilling to provide this information, the City of Sydney may be unable to provide access to City of Sydney services.

Access/Correction: Please contact Community Grants on 02 9265 9333 or at communitygrants@cityofsydney.nsw.gov.au to access or correct your personal information.

Storage: The Grants and Sponsorship Team at the City of Sydney, located at 456 Kent Street, Sydney NSW 2000, is collecting this information and the City of Sydney will store it securely.

Other uses: The City of Sydney will use your personal information for the purpose for which it was collected and may use it as is necessary for the exercise of other functions. Other uses may include statutory annual reporting requirements and contacting successful applicants to participate in case studies.

For further details on how the City of Sydney manages personal information, please refer to our [Privacy Management Plan](#).

I understand that the information in this application will be used as described *

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Yes

Ethics framework

The City of Sydney does not support any activities or entities that unnecessarily:

- pollute land, air or water
- destroy or waste non-renewable resources
- market, promote or advertise products or services in a misleading or deceitful manner
- produce, promote or distribute products or services likely to be harmful to the community
- acquire land or commodities primarily for speculative gain
- create, encourage, or perpetuate militarism or engage in the manufacture of armaments
- entice people into financial over-commitment
- exploit people through the payment of below-award wages or poor working conditions
- unlawfully discriminate, or encourage unlawful discriminatory behaviour, including discrimination based on ability, culture, religion, age, gender and sexual orientation in employment, marketing and / or advertising practices
- sell or promote any prohibited items or services on Council land, such as fur and exotic animal skin products and feathers, other than where is permitted under traditional first nation cultural practices
- contribute to the inhibition of human rights generally.

I confirm that my organisation and project aligns with the above ethics framework

*

Yes

I understand that my organisation must comply with all applicable laws, including laws relating to corruption and anti-bribery *

Yes

Public liability insurance

If your project is successful, you will be required to provide a copy of your current public liability insurance certificate of currency to the City of Sydney. You will also be required to maintain public liability insurance throughout the duration of this project.

I understand that if my application is successful, I must provide and maintain public liability insurance for the duration of this project *

Yes

Declaration

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

I certify that all details supplied in this application and in any attached documents are true and correct, and that the application has been submitted with the authority of my organisation / group. I agree that I will contact the City of Sydney immediately if any information provided in this application changes or is incorrect.

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

I am authorised to complete this application and have read and understood this declaration. *

Yes

*

First Name

Last Name

Position held *

Date of declaration *

Must be a date

Feedback and submit

* indicates a required field

Feedback

Please provide us with some feedback about your experience using this form. This will assist us in improving our processes for future applicants.

If you would like to be automatically subscribed to our grants and sponsorship newsletter which we use to announce future funding opportunities, please provide an email address here:

How did you hear about the Program? *

- | | |
|--|--|
| <input type="checkbox"/> City of Sydney website | <input type="checkbox"/> Other websites |
| <input type="checkbox"/> CitySwitch website, e-news or LinkedIn | <input type="checkbox"/> Google word search |
| <input type="checkbox"/> City of Sydney Facebook | <input type="checkbox"/> Radio |
| <input type="checkbox"/> City of Sydney staff | <input type="checkbox"/> Twitter |
| <input type="checkbox"/> City of Sydney community centre | <input type="checkbox"/> Email |
| <input type="checkbox"/> City of Sydney information and Q&A sessions | <input type="checkbox"/> Word of mouth |
| <input type="checkbox"/> Poster or flyer | <input type="checkbox"/> Other: <input type="text"/> |
| <input type="checkbox"/> Arts Hub | |

How was your experience using this online application form? *

- Easy and simple to follow
 Somewhat easy and simple to follow
 Ok but some sections were confusing
 Difficult and not easy to follow

Please leave any comments or suggestions about our online application form

Aboriginal and Torres Strait Islander collaboration fund 202324 - application

Form Preview

Word count:

Feel free to contact the grants team if you wish to provide further feedback: communitygrants@cityofsydney.nsw.gov.au or on 02 9265 9333.

Submitting your application

You will find a '**Review and Submit**' button at the bottom of the 'Navigation Panel' on the left hand side of each page. You need to review your application before you can submit it.

Once you have reviewed your application you can submit it by clicking on 'Submit' at the top of the screen or on the navigation panel.

When you submit your application, you will receive an automated confirmation email with a copy of your submitted application attached. This will be sent to the email you used to register.

If you do not receive a confirmation of submission email then you should presume that your submission has NOT been submitted.