

Creative Hobart Small and Medium Grants Guideline

This guideline outlines the application process, eligibility and assessment criteria for the Creative Hobart Small and Medium Grants.

OVERVIEW

Creative Hobart grants fund activities that contribute to Hobart as a creative city, support and enhance the cultural life of Hobart and take place in the Hobart local government area ([LGA Map located on Page 8 of City Economy Strategy](#)).

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

WHAT CAN YOU APPLY FOR?

The Creative Hobart Small and Medium Grants support the delivery of artist led creative activities, projects and events in the Hobart local government area.

The grant supports activities in the City of Hobart that:

- bring more cultural and creative activities into the public realm
- inspire artistic excellence and innovation
- provide greater exposure to cultural activities
- increase opportunities for community involvement
- employ artists and creative practitioners
- attract cultural tourism.

AVAILABLE FUNDING

The Creative Hobart Small Grant offer cash support from \$1000 to \$5000.

The Creative Hobart Medium Grant offer cash support from \$5000 to \$15 000.

Activities can only be funded once per financial year. If successful, the supported activity cannot receive additional funding through other City of Hobart grants.

More Information

Information about the Creative Hobart Small and Medium Grant and other grants is available at hobartcity.com.au/grants.

Speak to us before you apply so we can help you with tips for a successful application, please contact our Customer Service Centre on [03 6238 2711](tel:0362382711) and mention that you are interested in the Creative Grant. Or email your enquiry to our Grants Team at fundingprogram@hobartcity.com.au.

WHO CAN APPLY?

Below is a list of eligible and ineligible applicants to this grant stream.

Eligible applicants	Ineligible applicants
<p>Applicants must be either:</p> <ul style="list-style-type: none">✓ a registered charity✓ a not-for-profit organisation✓ an incorporated association✓ an unincorporated group✓ an individual with an ABN* (if the applicant is under 18, they must be auspiced*)✓ a social enterprise✓ a registered school or training organisation✓ a small business based in Hobart matching the request for support <p>and</p> <ul style="list-style-type: none">✓ have not received other funding from the City for the same activity this financial year✓ have fulfilled the conditions of a previous City of Hobart grant by the due date and no overdue debts to the City✓ have adequate public liability insurance.	<ul style="list-style-type: none">✗ Current employees of or staff contractors to the City of Hobart✗ Federal, state and local government agencies and bodies, with the exception of the Tasmanian Museum and Art Gallery, Royal Tasmanian Botanical Gardens.✗ Political parties

*AUSPICING

Individuals and unincorporated groups applying for a Creative Hobart Medium Grant are required to enter into an auspicing agreement with a registered charity or incorporated organisation.

The auspicing body then becomes legally responsible for the project, financial management, and public liability coverage.

Applicants who are auspiced must provide full details and confirmation from their auspicing organisation with their application.

A [sample letter](#) is available online.

For more information about auspice agreements visit [Auspicing Agreements](#).

* AUSTRALIAN BUSINESS NUMBER (ABN)

All applicants must have either an active Australian Business Number or provide a [Statement by a Supplier Form](#).

ACTIVITY ELIGIBILITY

Applications for the Creative Hobart Small and Medium Grants must demonstrate that the activity:

- ✓ contributes to Hobart as a creative city and supports and enhances the cultural life of Hobart
- ✓ aligns with at least one of the identified [City of Hobart's Strategic Plan](#) outcomes
- ✓ has outcomes that are delivered in the City of Hobart local government area ([LGA Map located on Page 8 of City Economy Strategy](#)).

ACTIVITY INELIGIBILITY

Applications are ineligible if the request for support:

- ✗ is part of a larger festival or event, which has received a grant or sponsorship from the City of Hobart
- ✗ is commercial, has the potential to make significant profit or be self-sustaining
- ✗ is part of ongoing administration or operational costs of the applicant
- ✗ is made by a registered school or registered training organisation and seeks supports for costs associated with the employment of teaching or support staff and/or the delivery of curriculum.

FUNDING USE

This grant cannot be used to fund:

- ✗ activities or programs that are already delivered by the City of Hobart or are our core business
- ✗ donations or fundraising activities that support the recurrent operations of the applicant
- ✗ a contribution towards payment of rates
- ✗ activities that have already commenced or are scheduled to prior to the eligible activity timeframe

- ✗ programs which have already commenced, unless the proposed activity substantially increases the impact of the existing program
- ✗ capital works, construction, or improvements to buildings
- ✗ the purchase of equipment that is not specific to the delivery of the activity and would otherwise support the operations of the applicant
- ✗ individual pursuits or professional development, unless there is a public outcome
- ✗ school camps or travel expenses to attend sporting trips, educational, civic, political events, conferences, seminars, forums or similar trips or excursions
- ✗ activities that are primarily for the delivery of sporting or recreation programs, unless the application can demonstrate strong alignment to the City of Hobart [Social Inclusion Policy](#)
- ✗ the core delivery of national conferences or seminars to be staged in Hobart.

HOW TO APPLY

Read the Guidelines in full, review the previous rounds Application Form and start preparing your documentation.

All applications are to be submitted through the grants system, Smarty Grants hobartcity.com.au/Grants.

If you have any questions, speak to us before you apply so we can help you with tips for a successful application.

Contact our Customer Service Centre on [03 6238 2711](tel:0362382711) and mention that you are interested in the Creative Grant. Or email your enquiry to our Grants Team at fundingprogram@hobartcity.com.au.

CREATIVE HOBART STRATEGY

The City's cultural strategy guides the Creative Hobart grants. The [Creative Hobart strategy](#) features nine outcome areas.

Hobart is a city connected, embracing our diverse communities in cultural and creative expression; it is a city of creative thinkers and doers.

PUBLIC ART

Public art framework

Applicants seeking to undertake public art activities should demonstrate alignment to the key directions outlined in the [Public Art Framework](#).

The document has been developed to clearly articulate why and how we are involved in public art, what we seek to achieve from supporting and investing in public art, the philosophies that guide our actions, the various roles that we play and the context within which decision-making for public art takes place.

You are strongly encouraged to speak to the public art team before submitting your application. Contact the team on 03 6238 2494 or publicart@hobartcity.com.au.

Public art platforms

The City's Public Art Program has two ongoing initiatives that may be negotiated to further support funded activities.

[Soapbox](#) offers a series of billboards that give voice to the City, through responses by writers and artists from the community.

[The Loop](#) is large-scale outdoor public screen presenting a diverse collection of screen-based media including short films, documentaries, feature films, experimental films and interactive and non-narrative digital art.

WHEN TO APPLY

Creative Hobart Small and Medium Grants are open for applications twice a year for a four-week period.

February round

Applications open

24 February 2025

Applications close

3pm 24 March 2025

Notification of application outcome

Mid-Late May 2025

Activity timeframe

Activity starts between 1 July 2025 and 30 June 2026

Activity ends no later than 30 June 2027

August round

Applications open

July

Applications close

August

Notification of application outcome

October

Activity timeframe

Activity starts between 1 January 2026 and 31 December 2026

Activity ends no later than 31 December 2027

ASSESSMENT

Assessments for Creative Hobart Small and Medium Grants are undertaken by a panel of City of Hobart officers and external representatives with relative experience in the subject matter. Panel recommendations are reported to the Chief Executive Officer, for approval.

ASSESSMENT CRITERIA

Both Creative Hobart Small and Medium Grants require applicants to address the same assessment criteria.

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

- engages artists and creative practitioners by providing employment in developing projects that engage the community
- demonstrates innovation and artistic excellence by:
 - incorporating new thinking in how the project is created or delivered
 - presenting high quality work
 - incorporate diversity of art form or diverse artists and creative practitioners
 - engages new and emerging artists and creative practitioners
- align with at least one of the identified [City of Hobart Strategic Plan](#) outcomes:
 - 1.1 Hobart keeps a strong sense of place and identity, even as the city changes.
 - 2.1 Hobart is a place that recognises and celebrates Tasmanian Aboriginal people, history and culture, working together towards shared goals.
 - 2.2 Hobart is a place where diversity is celebrated and everyone can belong, and where people have opportunities to learn about one another and participate in city life.
 - 3.1 Hobart is a creative and cultural capital where creativity is a way of life.
 - 3.2 Creativity serves as a platform for raising awareness and promoting understanding of diverse cultures and issues.
 - 3.3. Everyone in Hobart can participate in a diverse and thriving creative community, as professionals and hobbyists.
 - 3.4 Civic and heritage spaces support creativity, resulting in a vibrant public realm.
- demonstrates involvement and benefits to the community through the project
- demonstrate that the activity is well planned, that suitably skilled people are involved and that the applicant and the activity are financially viable
- demonstrates value proportionate to the level of funding request and positive community impact.

LATE APPLICATIONS

Late applications will not be accepted, please ensure you prepare all documentation and upload well before the due date and time. If you require technical support, get in touch with us as soon as possible.

SUCCESSFUL APPLICATIONS

Agreement

A formal 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).

Grant recipients 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 Smarty Grants and must be completed online within three months of the activity completion date.

Grant recipients 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 request feedback on their application. To request feedback, email us at fundingprogram@hobartcity.com.au.

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 Team

To discuss your proposal or administration and technical matters, please contact us on 03 6238 2711 or fundingprogram@hobartcity.com.au.