

2025/26 – Local Creativity Grant- Round One

Form Preview

Local Creativity Grant

The Local Creativity Grant funds local creative and cultural organisations, groups, and individuals to deliver opportunities for the Penrith community to participate in local creative and cultural life. This grant is open once a year – penrith.city/grants for relevant dates.

We encourage applications from First Nations groups, organisations, artists, and collectives, and those that support and celebrate First Nations individuals, communities and culture in Penrith.

Before completing the application form, please ensure you read the [Guidelines](#) in full. It is recommended that you discuss your idea with the Cultural Strategy Officer at Council before applying: Cultural.Strategy@penrith.city or 4732 7777.

Applicant Details

* indicates a required field

Applicant Details

Are you applying as: *

- an individual artist
- a group of artists/creatives; or
- a cultural organisation

Individual Artist Details

* indicates a required field

Individual Artist Details

Applicant *

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

Contact Address *

Address

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

Email Address *

Must be an email address.

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Primary contact.

Contact Number *

Must be an Australian phone number.

Primary contact. If providing a landline number be sure to include area code e.g., (02) 4732 7777.

Describe your practice and experience. *

Word count:

Must be no more than 200 characters.

Tell us about your creative practice.

Supporting Documentation

Attach a file:

Please upload some supporting information e.g., artist bio/CV, images of your work.

Additional Supporting Information (optional)

Add links to website, social media, etc.

Organisation Details

* indicates a required field

Group or Organisation Details

Type *

- Creative Group
- Cultural Organisation (not for profit)
- Unincorporated Group (must have an ABN and auspice from incorporated group)

Name of Organisation/Collective/Group *

Organisation Name

Contact Person *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Position *

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Job title/position of contact person.

Contact Address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.
Street address for Organisation/Collective/Group.

Email Address *

Must be an email address.

Contact Number *

Must be an Australian phone number.

Primary contact. If providing a landline number be sure to include area code e.g., (02) 4732 7777.

ABN Details

* indicates a required field

In order to be eligible, please confirm the applicant *

- Is not a school or other government agency. However, groups associated with schools for example Parent & Friend Committees are eligible to apply.
- Does not have overdue progress or acquittal reports for previous Penrith City Council grants.
- Does not have outstanding debt with Penrith City Council.
- Is not submitting more than 2 grant applications in this grant round.

At least 4 choices must be selected.

Not-for-Profit Status

Is your organisation/community group a registered not-for-profit with NSW Fair Trading or ASIC? *

- Yes
- No

Do you have an ABN? *

- Yes
- No

ABN Lookup

Applicant ABN *

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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.

Auspice Details

As you are not a registered not-for-profit with NSW Fair Trading or ASIC you are required to have an auspice organisation.

Please provide details of your auspice organisation. If you require assistance to find an auspice organisation please get in touch with the Cultural Strategy Officer at Council - Cultural.Strategy@penrith.city or 4732 8588.

Auspice *

Organisation Name

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	

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Main business location

Must be an ABN.

Contact Person *

Provide details of the contact person at the auspice organisation.

Auspice Address *

Address

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

Auspice Contact Phone Number *

Must be an Australian phone number.

If providing a landline number be sure to include area code e.g., (02) 4732 7777.

Auspice Contact Email *

Must be an email address.

Primary contact.

Evidence of Auspice *

Attach a file:

Please provide evidence of auspice agreement.

Funding Requirements

* indicates a required field

Acknowledgement

By continuing with this application you acknowledge that the applicant is:

- willing and able to acquire and demonstrate evidence of all required insurance, licenses and approvals.
- willing to enter into an agreement with Penrith City Council and be solely responsible for the delivery of the activity and expenditure of funds.

Ineligible Activities

Funds cannot be used for any of the below activities:

- reimbursements for activities already undertaken.

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- operating costs associated with running an organisation e.g. salaries and office or computer equipment.
- activities and events that duplicate existing activities of Penrith City Council.
- activities previously funded through other Penrith City Council funds.
- activities that cannot be delivered within 12 months from receipt of funding agreement.
- activities with the sole purpose of fundraising.

Will funds be used for any of the above activities? *

- Yes
 No

Multiple Applications

Have you submitted, or do you plan to submit another application for this grant, in this grant round? *

- Yes
 No

Applicants may submit two applications per grant round.

Previous Grant Funding

Have you previously received funding from Penrith City Council? *

- Yes
 No

Do you have any outstanding reports and/or money with Penrith City Council as a result of previous funding? *

- Yes
 No

Have you already received a Penrith City Council grant for the proposed activity? *

- Yes
 No

You may only receive one Penrith City Council grant for any activity. Applications for activities will be considered different for change of location or focus community.

Activity Details

* indicates a required field

Details of Proposed Activity

Activity Title *

Activity Type *

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- Exhibitions: of arts and objects of all forms
- Performances: of performing arts of all forms
- Publications in all media
- Conferences, lectures, seminars and public talks
- Guided tours or pathways, or 'open-house'
- Gathering, celebration or ceremony
- Commissioning of public art
- Creative community development

At least 1 choice must be selected.

Which of the following best describes your proposed activity's activity type? You may select more than one if applicable.

Short Activity Description *

Word count:

Must be no more than 200 words.

Provide a short description of your activity.

Activity Start Date *

Must be a date.

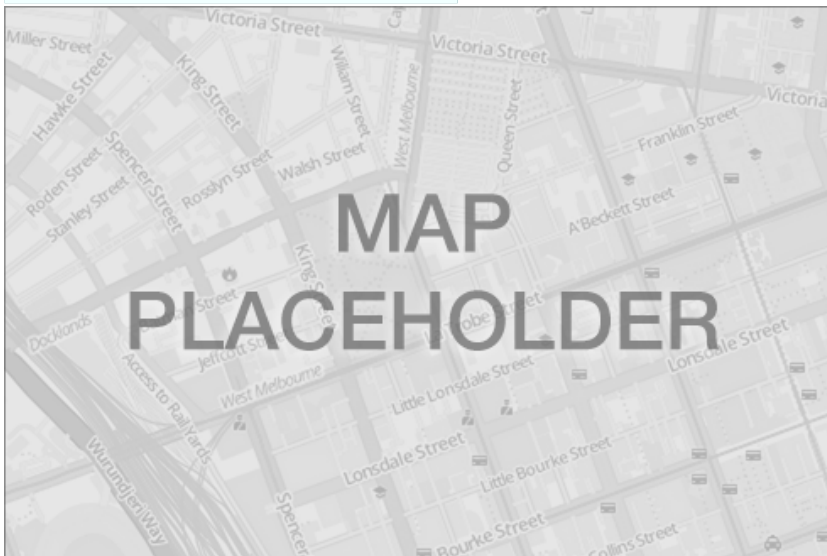
Activity End Date *

Must be a date.

Please note that the proposed activity must end within 12 months of the funding agreement.

Where will the proposed activity will take place? *

Address



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

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To be eligible for a Local Creativity Grant, you must be a resident of Penrith LGA or a cultural group based in Penrith LGA.

If your proposed activity will take place in more than one location, please provide details.

Which of the following best describes your proposed activity's objective/s? *

- Support the vibrancy of Penrith as a city of creative places and spaces to meet, share, reflect, grow and be curious.
- Promote creativity and culture that expresses the diversity of Penrith's people.
- Provide opportunities for local creative groups, organisations and individuals to grow their experience, skills and practice.
- Build collaboration opportunities between local creatives, groups and organisations.

No more than 2 choices may be selected.

How will your proposed activity meet this objective/s? *

Word count:

Must be no more than 200 words.

Consider how your proposed activity will contribute to stimulating creativity, diverse cultural expression, increased professional practice capability or gaining knowledge, ideas and insights in the community.

Who is the focus community of your proposed activity? *

- | | |
|--|--|
| <input type="checkbox"/> Children | <input type="checkbox"/> Socio-economically disadvantaged |
| <input type="checkbox"/> Young people | <input type="checkbox"/> First Nations |
| <input type="checkbox"/> Families | <input type="checkbox"/> Women |
| <input type="checkbox"/> Seniors | <input type="checkbox"/> LGBTQI+ |
| <input type="checkbox"/> Culturally and linguistically diverse | <input type="checkbox"/> Local community (suburb, village, street, etc.) |
| <input type="checkbox"/> People with disability | <input type="checkbox"/> Other: <input type="text"/> |

No more than 3 choices may be selected.

How does your proposed activity address the specific needs of your focus community? *

Word count:

Must be no more than 200 words.

How many people do you anticipate will benefit as a result of your proposed activity? *

Must be a number.

Note more people does not lead to better outcomes.

Outcome and Evaluation

* indicates a required field

An outcome is a specific and measurable short-term effect. It is the changes and benefits - the step-changes to achieve an ultimate goal.

Should your application be successful, you will be required to report on the outcome/s in your acquittal.

Focusing on one intended outcome enables us to design our activity around the priority that we especially want to achieve. It is likely that over the course of delivering the activity, there will also be unexpected outcomes. This is great and valuable and can still be measured and discussed at the end of the activity. Designing an activity around too many outcomes can over-complicate things and/or dilute its focus.

The more evaluations you receive the better you can determine the success of your activity.

Proposed Outcomes

What is the primary anticipated outcome for your proposed activity? *

- Creativity is stimulated
- Aesthetic enrichment is experienced
- Knowledge, ideas and insights are gained
- There is an appreciation for the diversity of cultural expression
- Sense of belonging to a shared cultural heritage has deepened

Select one cultural outcome to measure at the completion of your proposed activity.

How will you measure this outcome? *

- Structured interview: directly asking structured outcome questions
- Unstructured interview: storytelling about most significant change
- Questionnaire: written survey
- Focus group: a sample group to conduct in depth interview with
- Intercept survey: short interventions often in public spaces
- Observation: a statement based on something one has seen, heard or noticed
- Other:

At least 1 choice must be selected.

What method/s of engagement will best suit the activity, participants, and your resources?

Who will you ask to provide this information?

- Participants
- A proxy (people with knowledge of the participants i.e., parents, carers)
- An expert, staff or facilitator (people with knowledge about the activity type and intended outcomes)
- Other:

Activity Budget

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* indicates a required field

How much funding are seeking from Penrith City Council? *

Must be a number.

Sample Budget

Clear budgets help the grant assessors understand what you will be spending money on. Treat your budget as a roadmap for managing funds. Budgets should not be rushed and should match the proposal you have outlined in your grant application.

For budget support and other useful resources, see the 'Useful Resources' section of the Penrith City Council grants webpage.

Income Item

Income Amount

Expense Item

(specify quantity)

Cost per Unit

Expense Amount

(attach quote if applicable)

Penrith City Council Grant

\$1910

Advertising – local newspaper ad x2 (¼ page)

\$250

\$500

(quote attached)

In-Kind Support

\$800

Advertising – flyers A4 design and printing x 50

\$4

\$200

Workbooks for participants x 25

\$6

\$150

Budget

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Please provide all values excluding GST.

Income Item	Income Amount (\$)	Expense Item	Cost per Unit (\$)	Expense Amount (\$)
		Specify Quantity		Attach quote if possible Must be a dollar amount.

Budget Totals

Total Income Amount *

This number/amount is calculated.

Total Expenditure Amount *

This number/amount is calculated.
Exclude GST*

File Upload

Provide any quotes or information to support budget

Attach a file:

Participant Cost

If your proposed activity involves participants, will there be any costs associated for participants? *

- Yes
- No
- N/A if no participants

Will people need to pay to be part of your proposed activity? Council supports no or low-cost activities for equity and inclusion.

If yes, please provide the amount (\$).

Must be a number.

Partial Funding

If your proposed activity only received part of the requested funding, could your activity still go ahead in some capacity? *

- Yes

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No

Sometimes Council is not able to provide all applicants with the full amount of funding requested. Please detail if your proposed activity could proceed with partial funding.

Minimum amount required for your activity to go ahead (\$). *

Must be a number.

Please provide a short overview of how your activity would change if you received partial funding. *

Payment Details

* indicates a required field

If application is successful, the details provided in the section below are required for payment of funds. Should you have an auspice, answer questions with auspice details.

Please note, Council is not liable for lost payment due to incorrect details.

Council standard payments terms are 30 days from funding approval subject to all paperwork being filled out correctly and EFTSURE performing mandatory check with the company prior to being registered with Council as a supplier. Remittance advice will be emailed to the email address provided when the payment has been made.

Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

If an auspice is engaged, details for auspice should be provided.

Supporting Documentation & Declaration

* indicates a required field

Supporting Documentation

Attach a file:

Please add any supporting documentation including insurances, licenses, and approvals.

Declaration

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I declare that:

- The information contained in this application is true and correct.
- I am an authorised representative of the applicant, legally empowered to enter into contracts and commitments on behalf of the applicant.
- I have read, understood and agree on behalf of the applicant to abide with the Local Creativity Grant guidelines
- I am authorised by the applicant to submit this application.
- I give consent to Penrith City Council to make public the details of the applicant and the funding received, should this application be successful.

I understand and agree to the declaration above *

- Yes
 No

Full Name *

Position *

Application Date *

Must be a date.

Survey

* indicates a required field

How satisfied are you with the following:

1 = not at all satisfied, 5 = very satisfied

Information about grants e.g. grants webpage, grant guidelines etc. *

- 1 2 3 4 5

Community Funding Program *

- 1 2 3 4 5

Grants on offer.

Application Form *

- 1 2 3 4 5

Did you attend a grants writing workshop offered by Council? *

- Yes
 No

Did you discuss your idea with a Council officer? *

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- Yes
- No

How satisfied were you with the support from Penrith City Council? *

- N/A
- 1
- 2
- 3
- 4
- 5

How did you hear about Penrith City Council's grants? *

- Council website
- Network/Interagency
- Word of mouth
- Social media

Select one only.

Would you apply for another Penrith City Council grant? *

- Yes
- No

Additional Comments

Please Contact Council

* indicates a required field

Based on your answers to previous questions you are not eligible to apply for this grant or your proposed activity is ineligible. Please get in touch with Penrith City Council to discuss your applicant type and/or proposed activity. Cultural Strategy Officer - Cultural.Strategy@penrith.city or 4732 7777. *