



Image credit to Jenny Feast 2022

# CREATIVE SUPPORT GRANTS

Guidelines 2025 - 2026

The City of Albany's Creative Support Grants provide the opportunity for individual artists, (including but not limited to visual arts, design, writing, performance, music, film and photography) art groups, community groups and community organisations to apply for support to assist with small scale creative initiatives.



## Creative Support Grants

Creative Support Grants are small grants up to \$1500 for small arts activities, professional development for artists and arts workers and community capacity building activities.

Applications can be made at any time, and applicants will be advised if they are successful within two weeks of their application being submitted.

Applications open on the **31 October and close on 5 December**.

This program will support activities that take place from 1 January 2026 to 30 June 2026.

### Funding Priorities

Applications must address at least one of the following funding priorities to be eligible for assessment.

- Contribution to the Local Creative Ecosystem – how the project/activity strengthens, connects, or enhances the local arts community.
- Cultural and Community Engagement – the extent to which the project/activity involves, reflects, or benefits local audiences or cultural groups.
- Timeliness and Relevance – how the project/activity responds to a current opportunity, need, or event that would be lost without quick support.
- Artist Growth and Career Development – the potential for the project/activity to develop the artist's skills, networks, or professional profile.
- Lasting Value – whether the project/activity will have an enduring impact, such as creating new collaborations, skills, or community connections.

### Key Contact

To discuss your project, or for other enquiries about Creative Support Grants, please contact the City's Arts and Culture Team on 6820 3740 or by email [arts@albany.wa.gov.au](mailto:arts@albany.wa.gov.au).

### What Can I Apply For?

Grants can be used for most aspects of an activity, including:

- Professional development opportunities for artists and arts workers
- Small creative activities and projects
- Artist/creative practitioner fees
- Production costs, including contract fees and equipment hire
- Project publicity, communications and marketing costs
- Resource materials associated with delivery of the activity
- Minor equipment purchases (under \$1,000)
- **Please note – all funding figures are ex GST.**

## Who Can Apply?

### Eligibility

- Creative Support Grants are available to artists and organisations working creatively in any artform (including but not limited to visual arts, design, writing, performance, music, film, and photography) based in the City of Albany.
- Individuals will only be considered for funding if they are residents of the City of Albany, have a current ABN, or have a sponsoring incorporated community group located within the City of Albany prepared to auspice funds on their behalf.
- Applicants must provide evidence of their current creative practice or previous work.
- Unincorporated organisations may seek the services of an incorporated body (sponsor) to auspice the activity on their behalf. The sponsor will be required to accept legal and financial responsibility for delivering the activity.
- Organisations must be compliant with, or have satisfactorily acquitted, all outstanding grants previously awarded by the City of Albany.
- Only one application will be supported per individual or organisation per financial year.

### Ineligible Applications

The City of Albany will not fund the following:

- Activities that do not have a creative component
- Retrospective activities
- Activities relating to usual and ongoing core business activities (such as general marketing design services)
- Fees associated with administering the grant funding
- Major equipment purchases (over \$1,000)
- Registration days, fundraising activities, prizes and trophies
- Refreshments or catering
- Schools, government or quasi-government agencies

## How to Apply

Applicants must provide the following:

- A completed **Creative Support Grant Application Form**.
- **Examples of your creative practice** – such as images, video or audio files, or links to your website or social media. (Maximum of 10 files and 20MB total.) including image/file list.
- A **current CV** outlining your relevant creative experience and practice.

## Application Assessment

Applications for Creative Support Funding will be assessed on the extent to which they:

- Meet the eligibility criteria outlined above.
- Address at least one funding priority.
- Demonstrate creativity and innovation.

- Demonstrate value for money.
- Provide all information as requested.

Applicants should answer all questions provided with as much detail as necessary. When completing the application form consider how your proposed activity addresses the criteria above. Letters of support for the proposed activity/project and indicative quotes for budget items are encouraged.

Approval is at the City's absolute discretion and subject to available budget.

## Conditions of Funding

Successful applicants will be required to sign a funding agreement with the City of Albany. Auspicing organisations will enter into a funding agreement with the City on behalf of the individual or unincorporated organisation whose activity they are sponsoring.

Applicants will also be required to acquit their grant to the City within 4 weeks of project completion. A statement of final expenditure and a brief written report (maximum 500 words) must be submitted, along with up to 10 high resolution photographs, within 6 weeks of the project completion date.

Canvassing of elected members will automatically disqualify the application from consideration.

## Event Approvals

Applicants who receive funding to host an event must seek the relevant approvals from the City's Events Team by contacting 6820 3035 or [eventsapprovals@albany.wa.gov.au](mailto:eventsapprovals@albany.wa.gov.au).

## Acknowledgements and Logos

Successful applicants will be required to indicate how they intend to acknowledge the City of Albany (and associated funding partners') contribution towards the activity or event. The City's support must be acknowledged through any advertising, promotional material and media publicity associated with the activity. Approval must be obtained prior to using the City's logo.

## ABN and Tax Status

Successful applicants without an ABN must complete a *Statement by a Supplier* form in order to be funded. *Statement by a Supplier* forms are available to download from the City website as a PDF or can be obtained from Australia Post.

The City cannot release funds to individuals or organisations without an ABN or signed *Statement by a Supplier* form.

Applicants must advise of their organisations' GST status. If registered for the GST individuals or organisations must supply a tax invoice to receive funds.