

2026.27 - Application form - Local Artists

Form Preview

Introduction

Local Artists

The **Local Artists Grant** provides funding to support the creative practice of local talent, enable creation of new work and/or increase visibility of artistic diversity across the Onkaparinga region.

Funding will facilitate the Onkaparinga community to respond to local needs with confidence and creativity in line with the [Community Vision 2034's](#) aspirations.

We're here to help

If you need support or have questions about the application form please contact the grants team on **08 8384 0666** or **grants@onkaparinga.sa.gov.au**.

Got questions about your project? Reach out to the Public Arts Officer on **Anna.Hughes@onkaparinga.sa.gov.au** or **08 8301 7327**.

For technical help with the SmartyGrants online form, please read the [Help Guide for Applicants](#)

If you contact us throughout the application process, please quote the application number below.

Application Number

This field is read only.

The identification number or code for this submission.

Checklist to prepare your application

1. Read the guidelines in full and check you're eligible.
2. Speak to a relevant council officer.
3. Arrange documents such as quotes, letters from partners.
4. Prepare a budget and ensure its balanced and detailed.
5. Confirm your venues (if applicable).
6. Obtain any necessary consent or permits from landholders.

Eligibility

* indicates a required field

Program

This field is read only.

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Confirmation of Eligibility

This section of the application is designed to help you - and us - understand if you are eligible for this grant.

To be eligible the following must apply:

- you have read and understood the program guidelines
- individual artists and sole traders with creative pursuits, not-for-profits or Aboriginal and Torres Strait Islander corporations undertaking artistic projects
- you/r organisation is incorporated, or is auspiced by an incorporated organisation for the purposes of this application
- you/r organisation is located in (and/or supplies services) within the City of Onkaparinga boundary
- you/r organisation does not owe any reports or money to the City of Onkaparinga as a result of previous funding or grants
- you/r organisation agrees to provide evidence of the appropriate type and level of insurance for the activities that are the subject of this grant before funding is distributed.

Please confirm your eligibility to progress. *

☐ Yes

It's recommended that applicants speak to a relevant council officer before applying. There is a list of [key council contacts](#) on the website to help connect you with the best person to speak to about your project.

Which council officer did you speak to about your project idea? *

Contact details

* indicates a required field

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. You can view our [privacy statement here](#).

Applicant Details

Artist, group or organisation name *

Organisation Name

Make sure you provide the same name that is listed in official documentation. Grant funds will only be paid into a bank account in this name.

Primary contact *

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Title	First Name	Last Name

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

Position title

Applicant primary address *

Address

Applicant primary phone number *

Must be an Australian phone number.

Applicant primary email *

Must be an email address.

Applicant website

Only if applicable. Must be a URL.

Getting to know you

* indicates a required field

Artist details

Tell us about yourself, your artistic practice or your organisation. *

Word count:

Must be no more than 100 words.

If you're an individual artist or part of a collaboration this will be focused on your creative endeavours.

If you're an organisation you may wish to include your vision or mission.

Have you received grant funding from the City of Onkaparinga within the last three years? *

☐ Yes

☐ No

Diversity

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We value diversity in all its forms. By collecting data about ethnicity, disability, age, gender diversity when you apply for our grants, we can monitor our program practices and ensure they're inclusive for all applicants.

Your response to the following questions is optional, confidential and are not assessed.

Do you/any of the individuals leading the delivery of this project identify as being part of the following demographic groups?

- | | |
|---|--|
| ☐ Aboriginal | ☐ Disabled, d/Deaf, neurodiverse, chronically ill |
| ☐ Torres Strait Islander | ☐ LGBTQIA+ |
| ☐ Born overseas | ☐ Aged 25 years or younger |

Organisational structure

What best describes you? *

- ☐ Individual ☐ Group ☐ Organisation

Group: Two or more individuals working collaboratively. Groups may be formed on a project-by-project or ongoing basis. Not a legally constituted organisation

Organisation: A legally constituted organisation that delivers arts and cultural programs, projects and/or services to artists or the sector.

Do you/r organisation have an ABN? *

- ☐ Yes ☐ No

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.

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	

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As you do not have an ABN, you will need to provide a completed ATO Statement by Supplier form, otherwise 48.5% of any approved grant may be withheld.

Should your application be successful you will need to provide this before funding is released by council.

You can download the Statement by Supplier form from the [ATO website](#).

*

☐ I understand that I will need to provide a Statement by Supplier form should my application be successful.

Your project

* indicates a required field

Overview

Project name *

Word count:

Must be no more than 25 words.

Provide a name for your project/program/initiative. Your title should be short but descriptive

Anticipated project start date *

Anticipated project end date *

What is the primary location/s of your initiative? *

- | | | |
|---|--|--|
| ☐ The whole City of Onkaparinga | ☐ Happy Valley | ☐ Old Noarlunga |
| ☐ Aberfoyle Park | ☐ Huntfield Heights | ☐ Old Reynella |
| ☐ Aldinga, Aldinga Beach | ☐ Ironbank | ☐ Onkaparinga Hills |
| ☐ Blewitt Springs | ☐ Kangarilla | ☐ Port Noarlunga, Port Noarlunga South |
| ☐ Chandlers Hill | ☐ Kuitpo | ☐ Port Willunga |
| ☐ Cherry Garden | ☐ Lonsdale | ☐ Reynella, Reynella East |
| ☐ Christies Downs, Christies Beach | ☐ Maslin Beach | ☐ Seaford, Seaford Heights, Seaford Meadows, Seaford Rise |
| ☐ Clarendon | ☐ McLaren Flat, McLaren Vale | ☐ Sellicks Beach, Sellicks Hill |
| ☐ Coromandel Ease, Coromandel Valley | ☐ Moana | ☐ Tatachilla |
| ☐ Darlington | ☐ Morphett Vale | ☐ The Range |
| ☐ Dorset Vale | ☐ Noarlunga Centre, Noarlunga Downs | ☐ Whites Valley, Willunga, Willunga South |
| ☐ Flagstaff Hill | ☐ O'Halloran Hill | ☐ Woodcroft |
| ☐ Hackham, Hackham West | ☐ O'Sullivan Beach | |

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Project detail

The following information will be assessed as part of your application. To help frame your thinking when answering the following questions, you may wish to visit the [SmartyGrants Answer Bank](#).

What best describes the focus of your project? *

- | | |
|---|--|
| ☐ Creative Development e.g. researching or producing new artistic work. | ☐ Mentoring and Collaboration e.g. undertaking a residency. |
| ☐ Professional Development e.g. building artistic skills through training. | ☐ Materials and Equipment e.g. purchasing tools needed to undertake your project. |

Please provide a short summary of your project. *

Word count:

Must be no more than 150 words.

Briefly explain what your project is about. Council may use this description for when public announcements are made.

Describe your project in more detail. Tell us about the artistic concept, creative approach and what makes this work significant. If the focus of this project is on professional development, outline how it will benefit and extend your practice. If your project includes a public outcome, describe who it is intended for and how people will engage with it. *

Word count:

Must be no more than 350 words.

Why is now the right time to deliver this project? *

Word count:

Must be no more than 100 words.

If applicable, explain how this project will help you reach new audiences, develop new markets or increase the visibility of your artistic practice. If this isn't a focus of your project, simply write 'Not applicable'.

Word count:

Must be no more than 150 words.

Project outcomes

* indicates a required field

What will change?

Outcomes are the positive change you expect to see as a result from your project. Generally, they are framed as an increase or decrease in one or more of the following:

- Skills, knowledge, confidence, aspiration, motivation
- Actions, behaviour, change in policy
- Social, financial, environmental, physical conditions, mental health.

Examples of an outcome include:

- Greater exposure for individual artists to new audiences and markets.
- Increase in community participation and connection through arts projects.
- Increase in young artists engaging in arts practice, training, or mentorship.

Your intended outcomes	Alignment with Community Vision 2034 goals
What positive change do you expect will occur as a result of your project? One response per row. Must be no more than 25 words.	Which Community Vision 2034 aspiration or goal does your project contribute to most? No more than 1 choice may be selected.

How will you measure success?

The way you evaluate and record the success of your project may be simple or complex, depending on the activity. Success may be measured by artwork sales, audience attendance or media coverage. Alternatively, it may be less tangible, such as skill development or increase in confidence.

Examples include how will you know if the project has been successful? How will you measure this success? *

Examples include building community capacity and skills and knowledge, participation numbers, reduced waste generated during project delivery.

Project delivery

* indicates a required field

Activities

Tell us about the activities you will undertake to deliver your initiative. This does not need to be an exhaustive list, only outline the ones most closely aligned with your project.

Examples of activities include:

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- Creation of artistic works
- High resolution photographs of paintings
- Delivery of public activation
- Website launch

Activity	Start date	Project venue or location	Evidence of venue booking (if required)
One per row. Must be no more than 50 words.	Leave blank if date is unknown or not relevant. Must be a date.	For example Elizabeth House Positive Ageing Centre.	

Demonstrating project viability

Now that we know about your project, we want to find out more about your ability to undertake the work. Tell us about the experience, skills, partnerships and resources that will help you successfully deliver this project. *

Word count:

Must be no more than 150 words.

You may wish to include examples of similar projects/initiatives that you have delivered.

Artistic support material is an important part of an application and assists the assessment panel in understanding your project and creative practice.

Support material you **must include** in this section:

- Examples of current, proposed or previous work
- Artistic CV

Optional support materials we encourage you to include:

- Peer or industry letter of support e.g. third-party testimonial in support of a person, cause or idea.
- Confirmation of partnership e.g. venue, gallery.

Do not provide links to content on platforms which require a password to access - the assessors will not be able to review this content.

Description of evidence	Direct page link	or upload supporting material
For example, artist CV or peer letter of support	Do not include links to platforms with password gateways.	

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	Must be a URL.	

Inclusion and sustainability

* indicates a required field

Inclusion

The City of Onkaparinga values diversity, inclusion and reconciliation. We encourage applicants to design events that are accessible, culturally safe and welcoming for all participants.

Examples of inclusion may include:

- engaging with Aboriginal and Torres Strait Islander communities in planning or delivery
- ensuring accessible participation (e.g. sensory-friendly approaches or physical access needs)
- involving people from diverse backgrounds in delivery, leadership or volunteering

The South Australian Government's [Accessible and Inclusive Community Events Toolkit](#) provides further ideas and guidance.

Please describe how your project will be inclusive, accessible or culturally respectful. If relevant, outline how you will engage with Aboriginal and Torres Strait Islander people, communities or cultural knowledge. *

Word count:

Must be no more than 150 words.

When incorporating Aboriginal and/or Torres Strait Islander content in your project you should follow the [Creative Australia's Protocols for Using First Nations Cultural and Intellectual Property in the Arts](#).

Sustainability

All projects have an environmental impact, and there are opportunities to reduce this through thoughtful planning and delivery.

Please describe the steps you will take to build sustainability into your project. *

Word count:

Must be no more than 150 words.

You may wish to include waste reduction, transport, materials and energy use.

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Project budget

* indicates a required field

Your budget helps tell the story of your project in financial terms.

Need help? Take a look at our [Preparing a Project Budget](#) help sheet.

Matched funding is not required for this grant, however the exclusive purchase of equipment (e.g. camera) will require a co-contribution of no less than 50%.

Funding available ranges from \$2,000 (min) - \$7,500 (max).

Total amount of funding requested from council *

Must be a dollar amount and between 2000 and 7500.

What is the total cash support you are requesting in this application?

Can this project go ahead without council grant support? *

☐ Yes

☐ No

Total project cost *

What is the total budgeted cost (dollars) of your project?

Project income

Please outline your project income in the budget table below.

Include all income sources such as Council funding, other grants, ticket sales, donations and in-kind contributions. Volunteer time should be calculated at \$45/hour.

Income description	Income amount (budgeted)	Is this confirmed?
The income items listed in the table are examples only and can be deleted.	Enter the total amount expected to be received. Must be a dollar amount.	

Project costs

List **all** project expenses, including GST. Quotes are required for individual items over \$500 and must be uploaded.

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In accordance with the Grant Policy and Guidelines, Council does not fund projects whose primary purpose is fundraising.

Expenditure description	Expected costs (GST inc)	Quotes
e.g. venue hire, workshop materials	Enter the total amount to be spent on this budget item. Must be a dollar amount.	For items over \$500 that council funds will be used for.

Budget Totals

Council funding is intended to support your project, not generate a profit. Your budget should accurately reflect your project, with total income matching total expenditure so that your budget balances to \$0.

Budget totals are calculated automatically.

Total income, including council grant

This number/amount is calculated.

Total project costs

This number/amount is calculated.

Budget balance (should equal zero)

This number/amount is calculated.

Can your project still proceed if only part of the requested funding was approved?

*

☐ Yes

☐ No

Selecting 'Yes' indicates you are willing to accept partial funding, and the assessment panel may consider awarding less than the amount requested. Selecting 'No' means your application will only be considered for the full amount requested

What would be the impact on your project if Council funding was reduced or only partially approved?

Working with children and young people

* indicates a required field

Working with children and young people

Children's health, safety and wellbeing are important.

Where a project involves working with children or young people applicants must ensure their organisation/group complies with the Child Safety (Prohibited Persons) Act 2016 and the Children and Young People (Safety) Act 2017. This involves ensuring all people working or volunteering with children as part of this project have a valid [Working with Children check](#).

Does this project involve working with children with or without their care giver present? *

☐ Yes ☐ No

Do you/r organisation comply with relevant legislation? *

☐ Yes ☐ No

If your organisation does not have appropriate policies or procedures in place you can get assistance from the Department of Human Services: [Creating a policy | DHS](#).

Conditions, Certification & Feedback

* indicates a required field

Terms and Conditions

Should your application be successful you will need to enter into a funding agreement with council. The full list of [Terms and Conditions](#) can be found on the grant's webpage.

For your convenience, here is a summary **of some** of the key conditions:

1. The funds provided must be used for the approved project as detailed in the grant application.
2. You will obtain any relevant approvals, for example permits.
3. As the grant partner you will obtain and maintain public liability insurance covering relevant grant activities for up to \$20 million. The City of Onkaparinga will not be held liable for any matter arising out of this grant.
4. Any changes to the agreed project/event focus or expenditure of Council's grant funds must be negotiated in writing with Council's Grants Team.
5. Council's funding of the grant project will be acknowledged in any promotional or communication material relating to the initiative.
6. If council is the primary funder of a Grant Activity you will invite the Mayor or an Elected Member to speak at any events and provide at least four weeks' notice.
7. Comply with all Laws and Australian Standards which are applicable to the Grant Activity.

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8. Ensure the safety and wellbeing of your employees, volunteers and members of the public involved with the Grant Activity.

9. Complete a short Grant Report within 8 weeks of the project concluding.

Certification

I, being the authorised officer of the organisation making this declaration, confirm and agree to the following:

- 1.Certify that the statements and information provided (including attachments) in this application are true and correct.
- 2.Confirm that I have read and understood the relevant grant guidelines.
- 3.Understand that if successful I will enter into a funding agreement with council.

I agree *

☐ Yes

Name of authorised person *

First Name

Last Name

Must be a senior staff member, trustee or appropriately authorised volunteer

Position

Position held in applicant organisation (e.g. CEO, Treasurer)

Applicant feedback

You have reached the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process.

☐ Very easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

How many minutes in total did it take you to complete this application?

Estimate in minutes i.e. 1 hour = 60

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.