



Glenorchy
City Council

Glenorchy City Council Carols Grants Guidelines

2026



GCC.TAS.GOV.AU

This document outlines the application process, eligibility and assessment criteria for the Glenorchy Carols Grants.

Overview

Council would like to assist you to celebrate the festive season in 2026. Council is supporting carols events that engage local communities by producing innovative, quality and creative events.

What can you apply for?

The Glenorchy Carols Grants are provided to support community groups and not-for-profit organisations to present free, inclusive events and activities that include Christmas Carols, such as:

- Local community carols events located in community halls or local facilities
- Major carols events
- Roving carolers
- Neighbourhood Christmas celebrations with carol singing
- A series of gatherings featuring carols.

The activity must occur between Tuesday, 1 December and Friday, 25 December 2026.

There are two categories to apply for:

- Standard Carols Grant – up to \$10,000 for one-off funding
- Major Carols Event Grant – up to \$20,000 per year for up to three years funding (subject to conditions)

The grant request should be commensurate with the scale of the proposed activity considering expected audience numbers and / or participants involved.

Key dates

Applications Open – Wednesday 1 July

Applications Close – Friday 4 September

Notification of Application Outcome – End of September

Activity Time frame – Tuesday 1 December to Friday 25 December 2025.

More Information

If you would like to speak to us before you apply so we can help you with tips for your application, please call our Events Officer on 6216 6800, or email gccmail@gcc.tas.gov.au

WHO CAN APPLY?

Eligible applicants

Applicants must be either:

- A not-for-profit organisation such as an:
 - incorporated association
 - registered charity
 - registered school or training organisation
 - unincorporated group who are auspiced by a not-for-profit organisation
 - or a business

And have:

- fulfilled the conditions of any previous GCC grants by the due date and have no overdue debts to Council.
- public Liability Insurance to the value of \$20 million.

Ineligible applicants

Applicants must not be

Current employees or staff contracted to Council, or a person appointed to a role within Council (eg elected members)

Individuals or Sole Traders

Federal, state or local government agencies, with the exception of the Tasmanian Museum and Art Gallery or the Royal Tasmanian Botanical Gardens.

Similar State controlled entities may be considered.

Political Parties

Submissions made after the closing time and date of the grant round

ACTIVITY ELIGIBILITY

Application for the Glenorchy Carols Grants must demonstrate that the activity:

- Brings the community together to celebrate Christmas.
- Features carols, but not necessarily as the sole activity.
- Has outcomes that are delivered in the Glenorchy City Council local government area.
- Is open to the public and has no entry or participation fee or charge (including gold coin donations or entry fee).

ADDITIONAL ELIGIBILITY – MAJOR CAROLS EVENT GRANT

To be considered for a Major Carols Event grant, applications must:

- Meet all standard Carols Grant eligibility requirements.
- Demonstrate the capacity to deliver a large-scale event, including a significant number of attendees, participants, or audience reach.
- Deliver substantial community outcomes, such as increased community participation and inclusion; opportunities for local performers, volunteers or community groups; accessibility for a broad and diverse audience.
- Demonstrate organisational capability and experience, including a proven track record of delivering similar events; or strong partnerships with experienced event providers.
- Provide a detailed event and financial plan, including evidence of additional funding sources, sponsorship, or in-kind support.
- Deliver the activity within the Glenorchy municipal area and within the eligible delivery period.
- Events that include a ticket price may be considered where proceeds are reinvested into charitable or community outcomes.

ACTIVITY INELIGIBILITY

Applications are ineligible if the request for support:

- Is commercial or has the potential to make significant profit.
- Is part of ongoing administration or operational costs of the applicant.
- Includes costs associated with the employment of teaching or support staff and / or delivery of curriculum.

ASSESSMENT CRITERIA

Each eligible activity will be assessed on its individual merit against the activity eligibility (above). In addition, Major Carols Events Grants will be assessed on:

1. Community Impact

- Extent to which the event brings the community together to celebrate Christmas
- Anticipated audience size, reach and accessibility
- Contribution to community wellbeing and inclusion

2. Quality and scale of the event

- Overall quality, creativity and programming
- Scale of the event relative to funding requested
- Ability to deliver a safe, well-managed event

3. Organisational capability

- Applicant's experience delivering similar events
- Strength of partnerships, collaborators or sponsors
- Evidence of sound planning and delivery capability

4. Value for money

- Clear and realistic budget
- Appropriate level of Council contribution relative to total event cost
- Leveraging of other funding or in-kind support

5. Strategic alignment with Council objectives

- Community participation
- Activation of public spaces
- Access to inclusive community events

HOW TO APPLY

- Visit Council's website at www.gcc.tas.gov.au to download an application form.
- Pick up a hard copy from Customer Service at the Council, 374 Main Road, Glenorchy between 8:30am-5pm Monday to Friday.
- Return your completed application form to Council's Customer Services area, post to PO BOX 103, Glenorchy 7010 or email to gccmail@gcc.tas.gov.au.

If you require assistance with your application please call our Events Officer on 6216 6800 or email events@gcc.tas.gov.au.

SUCCESS!

If you are successful, we will require your bank account details into which we will pay the grant funds.

ASSESSMENT

Assessments of the GCC Community Christmas Carols Grants applications are undertaken by an internal panel of Council Officers and Elected Members with relevant experience in the subject matter. Panel recommendations are reported to the CEO or delegate, for approval.

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 the grant agreement may not be eligible to apply for further grant support from GCC.

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 Council can generate a receipt created tax invoice (RCTI).

Organisations registered for GST should add GST to the grant

amount.

Recognition of assistance

Successful applicants must acknowledge Glenorchy City Council for their activity at the activity and in any promotional material in relation to the activity.

Activity Variations

If there are significant changes to the funded activity, applicants must contact Council to confirm that the variation is acceptable prior to the activity.

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 must be completed within three months of the activity completion date.

Organisations that do not satisfactorily acquit their grant may not be eligible for future funding from Council and may be required to return the funds allocated to their activity.

UNSUCCESSFUL APPLICATIONS

Unsuccessful applicants are encouraged to arrange a feedback session with Council to discuss the results.

INFORMATION AND ENQUIRIES

If you have trouble accessing information or completing the application form please contact our Events Officer for assistance on 6216 6800 or email events@gcc.tas.gov.au.