

Sustainability Project Sponsorship 2026/27

Program Information

The City of Perth is committed to building a sustainable future for our community. Through Sustainability Project Sponsorship, the City supports projects and events that inspire innovation, strengthen sustainability awareness, and advance sustainability practices across Perth.

The Sustainability Project Sponsorship program encourages collaboration, education, and leadership to create lasting environmental, social, and economic benefits for both current and future generations.

Funding Available

The contribution of sponsorship provided by the City is between **\$2,000** and **\$20,000 (ex GST)** for eligible projects, and up to **70% of the total project cost** (with the remaining **30% to be provided by the applicant as a cash contribution**).

Please note that **in-kind contributions**, such as volunteer hours, donated materials, or services, **cannot be counted toward the applicant's required cash contribution**.

Key Dates

The City will accept applications for Sustainability Project Sponsorship at any time, however decisions will be made on a case-by-case basis in line with budget and strategic priorities.

Applicants are required to **apply at a minimum of 8 weeks prior to the start of their event or project**.

Successful applicants are required to provide a project outcome within 12 months from the date of approval.

Applications open: **7 April 2026**

Applications close: **31 March 2027**

This grant operates as exhaustive funding, and the City reserves the right to close the program once the available budget has been expended.

Allow up to 8 weeks to be notified of a decision for a Sustainability Project Sponsorship.

Before You Begin

To make your application process simple, we recommend having the following documents available:

Program guidelines

- Read over the guidelines and make sure you understand all requirements of the program.

Required Documentation

1. Project budget showing income and expenditure

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Form Preview

- You can attach this as a document or use the form builder option. A template is [available here](#).

2. Evidence of financial viability

- e.g. a recent bank statement, business activity statement or annual reporting statement.

3. Copies of relevant insurance

- If you don't have available this can be provided during the agreement stage.

Feedback

- A Sponsorship Officer is available to provide feedback and answer any questions you may have about the application process prior to submitting

Eligibility Declaration

* indicates a required field

Please note the Eligibility Criteria for the Sustainability Project Sponsorship program before starting your application.

To be eligible to receive sponsorship from the City, the applicant **must**:

- be a legally constituted entity, or an individual or business with an Australian Business Number (ABN);
- have appropriate insurances where required, as outlined under the City's Activity Approvals or other relevant policies and procedures;
- have submitted the application prior to the project commencement date with sufficient time to enable consideration by the City;
- offer a project or initiative within the City's local government area or a project that will result in a direct impact on the City;
- demonstrate financial viability without the City's funding (an individual event or project may not be viable without the City's support, however the organisation must be); and
- not have received funding within the Sustainability Project Sponsorship 2026/27.

The City will not consider applications from:

- Commonwealth or State Government Departments;
- a political party;
- an applicant that the City considers to support, promote or facilitate violence, intolerance or discrimination;
- an employee or elected member of the City, or their immediate family, however this does not include an application from an organisation that an employee, elected member or their immediate family member may be part of;
- An application from an entity in which an employee or elected member has an ownership stake;
- an applicant that has outstanding debts to the City;
- an applicant who is in legal conflict with the City;
- an applicant that has failed to provide satisfactory acquittal reporting for any previous City funding;
- an applicant that has already received City funding (including in-kind) for the same project within the same financial year;

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Form Preview

- an applicant that has already applied for City funding (including in-kind) for the same project within the same financial year and been refused; or
- an applicant that conducts, or has conducted, themselves in a way that the City considers to be injurious or prejudicial to the character or interests of the City

The City will **not** consider applications for the following projects or project expenses:

- projects where the City consider the primary purpose to be political;
- projects that the City consider denigrate or exclude parts of the community or have an adverse effect on public health, safety, the environment or heritage;
- projects that request reimbursement of funds already spent;
- projects that are for debt reduction or operational deficits; and
- project legal expenses.

The City will not support recurrent operational funding, including, but not limited to wages, salaries, or administrative overheads. Further details on eligibility and requirements can be found in the [City's Sponsorship and Grants Policy](#).

If you have any questions please contact a City of Perth Sponsorship Officer on 08 9461 3333.

I confirm that I have read and understood the Eligibility Criteria before proceeding with the application *

I confirm

Please note, before you commence your application you are required to speak with a City Sponsorship and Grants Officer to ensure your event is eligible and aligned with the program.

Which Sponsorship and Grants Officer at the City of Perth have you discussed your application with? *

Please list any other City of Perth officers you have spoken to regarding your application

Applicant Details

* indicates a required field

Applicant

Definition: the organisation or individual who will enter into an agreement with the City of Perth and funds will be paid to.

Applicant Entity *

Individual Organisation

Organisation Name

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Title First Name Last Name

Make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Applicant Entity 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	

Must be an ABN.

Address *

Address

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

Website *

Must be a URL

Organisation's purpose or mission statement *

Word count:

Must be no more than 100 words.

What type of projects or programs do you deliver? Are you member based or not-for-profit?

Applicant Contact

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Definition: the person completing this form and will be responsible for communicating with the City of Perth during the application and assessment process.

Who is completing this application form? *

- Event Owner, Employee, Board Member or Volunteer (person directly employed by the 'applicant', organisation which owns the event)
- Authorised Agent, such as contracted Event or Project Manager or similar

Applicant Contact Details

Applicant Contact *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

This contact will be the person the City will correspond with regarding the application process

Position held in organisation *

Applicant contact number *

Applicant contact email *

Must be an email address.

Authorised Agent Details

As this application is being completed by an external party from the applicant organisation, the following detail is required:

Authorised Agent Organisation *

Organisation Name

ABN of Authorised Agent Organisation *

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)

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DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN.

Authorised Agent Contact *

Title First Name Last Name

This contact will be the person the City will correspond with regarding the application process

Position in organisation *

Authorised Agent contact number *

Authorised Agent contact email *

Must be an email address.

Please upload documented evidence provided by the applicant authorising the agent to complete this application on their behalf *

Attach a file:

This could be an email or letter from the applicant entity stating authorisation to act on their behalf.

Required Documentation

The following documentation is required from all applicants in this program

A financial statement, business activity statement or similar to demonstrate financial viability *

Attach a file:

This could include an annual financial statement or Business Activity Statement

Applicants operating as a trust are requested to provide the Trust Deed

Attach a file:

Successful applicants will be required to provide evidence of appropriate insurances at the time of agreement execution

- Provide now (attach below)
- If successful, will be provided at time of agreement execution

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e.g. Public Liability Insurance

Please provide evidence of appropriate insurances (e.g. public liability)

Attach a file:

Project Information

* indicates a required field

Key Details

Project name *

Must be no more than 15 words.

Your title should be short but descriptive

Project description *

Word count:

Must be no more than 350 words.

Provide an overview of your project - what are you planning to do?

Which of these project types best describes your proposed activity? *

- Workshops / educational program / training / capacity-building sessions
- Networking / knowledge-sharing events
- Panel discussions / thought leadership forums
- Events, exhibitions, or festivals
- Creative, digital, or cultural projects
- Campaigns and participation-based challenges
- Resource development project
- Research, or pilot project

Total amount requested

\$

This amount will be calculated from responses later in the application form

Event / Project start date *

Event / Project end date *

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Provide any additional information about your event / project dates and times:

If you have multiple event / project components or dates please upload a schedule here.

Attach a file:

Is this a new event / project? *

Yes

No

How many years has your event / project been running? *

Attendance Profile / Audience Reach

* indicates a required field

Target Audience

Who is the primary target audience for the event / project? *

Word count:

Must be no more than 250 words.

Provide a short description of who your event is targeting? Consider demographics, specific community groups etc.

What is the mode of delivery for your project? *

- Participants will attend in person
- Participation will occur online
- Participation will occur both in person and online

Attendance Cost

Is there a cost for attendees/participants? *

- Completely free
 - Completely ticketed
 - Free and ticketed
- eg. entry into a music festival is ticketed, spectators watching a fun run is free

Please detail cost for attendees / participants? *

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If ticketing, attending or participation costs vary please list. If multiple tiers of pricing please detail the range of prices (adults, children, concession etc).

Attendance / Audience Reach

Projected overall attendance / participation for free components *

Must be a number.

Projected overall attendance / participatoin for ticketed components *

Must be a number.

Total Projected Attendance / Participation *

This number/amount is calculated.

Digital / Online Participation

You have indicated that your project will include online delivery. Please tell us how this will occur, and how you will measure online engagement. *

Where are your attendees/participants from? *

- | | |
|--|--|
| <input type="checkbox"/> Perth CBD and surrounds | <input type="checkbox"/> Interstate |
| <input type="checkbox"/> Greater Metropolitan region | <input type="checkbox"/> International |
| <input type="checkbox"/> Regional WA | |

Select all of those that apply.

Venue

Public Open Space

Organisers of events held on public land within the City of Perth municipality must lodge an event application to the City of Perth for the proposed activity.

The **Activity Approvals** team is responsible for approving all public activities and events on roads, parks and reserves. The City requires the event application to be submitted for minor events at least **one month** prior to the event, for larger events applications should be submitted at least **six months**. Various fees and charges may apply and a quotation will be provided to you. To access the event application form please [click here](#).

The Activity Approvals team can be contacted on 08 9461 3333.

Private Property

Activities being held within private property or land may still require a City of Perth permit or Public Building Approval. The City's Community Health team may assess your event

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site, if required. Applicants are encouraged to visit the [Health approvals, Licenses and Permits](#) page on the City's website for more information.

The Community Health team can be contacted on 08 9461 3333.

City of Perth Venue

Please visit the [Facilities for hire](#) page for information on City run venues or contact the venue directly to obtain a booking.

What type of venue are you using? *

Public Open Space Private Property City of Perth venue

If your event is taking place in multiple venues please select all relevant options

Before submitting your application you are encouraged to consult with the relevant City of Perth approvals teams. Select from the below of which you have consulted with: *

- Activity Approvals
 Community Health
 I have not consulted with a City of Perth approvals team

What relevant approval applications have been made? *

- An application for the relevant approval/permit has been made
 Additional approvals or permits are NOT required for my activity

Please list all venues where your project is being held *

Please detail all locations if being held in multiple venues. Use one line for each venue or location

Has the venue/s been confirmed? *

- Yes No Some

Attendance Profile / Reach - Research or Pilot Projects

* indicates a required field

Who is the primary target audience for the research / pilot project? *

e.g. business, community, other sectors or stakeholders

Who will be involved in the project? Describing the role of partners in the research. *

What is the need for the research / pilot project? *

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If a business case, case studies or other evidence demonstrating the need for the project is available - please upload below

How will the research findings be used or promoted at the completion of the project? *

Optional supporting documents can be attached

Attach a file:

e.g. marketing plan, business case, case studies

Attendance Profile / Reach - Resource Development Project

* indicates a required field

Who is the primary target audience for the resource? Include how many users, sectors etc. will be reached. *

How are you planning to distribute or market the resource? *

What is the need for the resource? *

If a business case demonstrating the need for the project is available - please upload below

Optional supporting documents can be attached

Attach a file:

e.g. marketing plan, documents which demonstrating the need for the project

Will your project include a period of trial use or distribution of the developed resource? *

Yes No

E.g. trial download or subscription period; distribution during workshops or educational settings.

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Please provide details of the period of trial use or distribution of the developed resource? *

Please include details such as the anticipated timeframe for testing / trialling of use / uptake / distribution of resource; methods for distributing / trialling use

Project Delivery

* indicates a required field

Tell us who will be delivering your event / project and of their experience in delivering similar projects or events *

Must be no more than 350 words.
Please keep information succinct.

Upload a copy of event or project plan (if available)

Attach a file:

Optional Key Professional Bios may be attached

Attach a file:

You may choose to upload key professional bios here if available

Marketing and Promotion

How are you planning to market or promote your project? (OR attach your plan below)

Word count:
Must be no more than 250 words.

Please attach your marketing or promotions plan

Attach a file:

You may choose to attach your marketing plan as support material.

Request Details

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* indicates a required field

The City can provide a combination of cash and in-kind support towards your project.

In-kind support can ONLY be requested for the following costs:

- VENUE HIRE for City managed venues, including:

Perth Town Hall; City of Perth Library; Citiplace Community Centre; Rod Evans Community Centre; Langley Park Pavilion

- VENUE HIRE for City managed parks, public places and thoroughfares, including:

Forrest Place; Hay Street Mall; Murray Street Mall; Northbridge Piazza; Parks and Reserves managed by City of Perth

- PARKING PERMITS / on-street car parking reservations
- HIRE of banner and flag sites

In-kind support is attributed a monetary value and considered as part of the total funds provided.

Cash amount requested *

\$

Must be a dollar amount.

Are you requesting in-kind as part of your application? *

- Yes No

Do you have an Estimate of Event Charges supplied by the City of Perth Activity Approvals team? *

- Yes No

Please attach your Estimate of Event Charges from the City of Perth

Attach a file:

In-Kind Costs

To help us understand the eligible components of your in-kind request, please complete the following section. If you do not have a formal Estimate of Charges from the City, please complete this section with estimated fees and charges using the City's [Event Fees and Charges](#) and [Banner and Flag Hire](#).

To obtain an formal estimate of charges an [Event Application](#) is required through the City [Activity Approvals](#) team.

Ineligible In-Kind Costs

Please note the following costs will not be covered as part of an in-kind request: banner installation, council service fees, provision of power, waste management, statutory fees inclusive of noise management and public building fees; standard event application fees;

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fees related to re-assessment, re-inspection, late application, or document lodgment; and any service that does not have an associated cost or monetary value.

Eligible In-Kind Costs

Venue hire (incl. Reserves, parks, malls and road reserves)

\$

Must be a dollar amount.

Parking permits / on-street car parking reservations

\$

Must be a dollar amount.

Hire of banner and flag sites

\$

This excludes the cost of production and installation

Please detail any further information in relation to your in-kind request

Total Request Detail

Cash amount requested

This number/amount is calculated.

In-kind amount requested

\$

This number/amount is calculated.

Total amount requested *

\$

This number/amount is calculated.

Total value of cash and in-kind requested.

Assessment Criteria

* indicates a required field

Applications for Sustainability Project Sponsorship will be assessed on the extent to which the applicant can address **all** the following criteria.

Essential criteria

- Alignment with Sustainability Themes
- Sustainability Impacts and Benefits
- Collaboration and Partnerships for Sustainability

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Project Delivery

- Demonstrated capacity to manage all aspects of the project
- Realistic budget and project plan, value for money

Sponsorship Benefits

- Sponsorship benefits provided to the City

Essential Criteria

QUESTION 1. Alignment with Sustainability Themes

All supported initiatives must demonstrate alignment with one or more of the priority Sustainability Themes.

These eight themes are aligned with the [United Nations Sustainable Development Goals](#) and tailored to reflect Perth's unique context and community needs.

A Climate-Focused City

- Reducing greenhouse gas emissions.
- Enhancing resilience to the impacts of climate change.

A Green City

- Preserving and restoring biodiversity.
- Integrating nature into the urban environment.

A Resource-Conscious City

- Minimising resource consumption, reducing waste and embedding circular economy practices.
- Promoting renewable energy and use of alternative water sources.

A Well-Planned City

- Planning for climate mitigation and adaption in the urban environment.
- Promoting industry recognised sustainability certifications.

A Thriving and Inclusive City

- Promoting sustainability education and community action.
- Embedding fairness and inclusion in sustainability initiatives to ensure access and enhance quality of life for all.

A Safe and Healthy City

- Strengthening community resilience to climate and environmental risks.
- Promoting active transport and supporting healthy, active lifestyles.

A Prosperous City

- Advancing Perth's green economy and sustainable local jobs.
- Promoting innovation across low-emission industries.

A Well-Governed City

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- Embedding sustainability, climate action, and resilience across all levels of governance
- Promoting transparent decision-making and accountable performance.

Q1. Describe how the project aligns with one or more of the City's identified Sustainability Themes *

Word count:

Must be no more than 500 words.

Be concise, address only the themes you will address in your project, minimum 1 is required.

Please select which Sustainability Themes you have addressed in question 1: *

- | | |
|--|--|
| <input type="checkbox"/> A Climate-Focused City | <input type="checkbox"/> A Thriving and Inclusive City |
| <input type="checkbox"/> A Green City | <input type="checkbox"/> A Safe and Healthy City |
| <input type="checkbox"/> A Resource-Conscious City | <input type="checkbox"/> A Prosperous City |
| <input type="checkbox"/> A Well-Planned City | <input type="checkbox"/> A Well-Governed City |

Optional supporting documents can be attached

Attach a file:

QUESTION 2. Sustainability Impacts and Benefits

Applicants are required to outline key anticipated outcomes of the proposed project, including both short term and long term benefits and impacts for sustainability.

Considerations to note when answering this criteria:

-
- - Short term outcomes should be measurable and be achievable as a direct outcome of undertaking the project.
 - Long term outcomes indicate bigger picture outcomes or impacts which the project may contribute to in the future. Long term outcomes may be specific or more broad, but do not need to be measurable (see examples below)

Project Type Short Term Impact of Project (measurable) Long Term Impact (not measurable as part of this application)

Campaigns and Participation-Based Challenges

- - X,XXX participants completed a "30-Day Zero Waste" community challenge.
 - XX% of participants committed to at least one new zero-waste habit.
- - Embedded household habits that reduce waste.
 - Reduced landfill costs for local government.

Creative, Digital, or Cultural Projects

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- - X,XXX downloads of a new app to support plastic waste reduction
 - X,XXX pledges to reduce single-use plastics registered during the project.
- - Sustained reduction in local plastic waste.
 - Cultural shift toward circular and sustainable practices.

Further examples of short term and long term impacts by project type is available to download [here](#).

Q2. Describe the anticipated sustainability impacts of the project, outlining key outcomes and benefits for both the short term and the long term. *

Word count:

Must be no more than 500 words.

HINT - Long Term goals may align with the Sustainability Themes outcomes, and may also include specific projections aimed to be achieved in the future.

Optional supporting documents can be attached

Attach a file:

QUESTION 2. Sustainability Impacts and Benefits

Applicants are required to outline key anticipated outcomes of the proposed project, including both short term and long term benefits and impacts for sustainability.

Considerations to note when answering this criteria:

- - Short term outcomes should be measurable and be achievable as a direct outcome of undertaking the project.
 - Long term outcomes indicate bigger picture outcomes or impacts which the project may contribute to in the future. Long term outcomes may be specific or more broad, but do not need to be measurable (see examples below)

RESOURCE DEVELOPMENT PROJECTS may wish to consider:

- - What problem does this resource solve?
 - What community or industry will it benefit ?
 - What existing guides / resources are available and how is this an advancement?
 - How will this resource influence behaviour or decision making?
 - How will this resource be used after the project ends?

Q2. Describe the anticipated sustainability impacts of the project, outlining key outcomes and benefits for both the short term and the long term. *

Word count:

Must be no more than 500 words.

Optional supporting documents can be attached

Attach a file:

QUESTION 2. Sustainability Impacts and Benefits

Applicant are required to outline key anticipated outcomes of the proposed project, including both short term and long term benefits and impacts for sustainability.

Considerations to note when answering this criteria:

-
- - Short term outcomes should be measurable and be achievable as a direct outcome of undertaking the project.
 - Long term outcomes indicate bigger picture outcomes or impacts which the project may contribute to in the future. Long term outcomes may be specific or more broad, but do not need to be measurable (see examples below)

RESEARCH / PILOT PROJECTS may wish to consider:

-
- - How the project will address an identified problem
 - What existing research exists / and will this research / project be an advancement
 - How research outputs will be deployed, including pathways for adoption by industry and other end-users
 - Education and training opportunities which build capability and capacity in the industry and research sectors
 - The commercial potential of the project including the expected outputs such as new products, processes or services

Q2. Describe the anticipated sustainability impacts of the project, outlining key outcomes and benefits for both the short term and the long term. *

Word count:

Must be no more than 500 words.

Optional supporting documents can be attached

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Attach a file:

QUESTION 3. Collaboration and Partnerships for Sustainability

Q3. Demonstrate how your project fosters a culture of collaboration for sustainability, including any partnerships, co-design processes, or joint initiatives between community, business, education, or other stakeholders. Note any local, regional, national or international collaborations which apply. *

Word count:

Must be no more than 500 words.

Provide the number of collaborators (e.g. businesses, community groups, NGO's, other stakeholders) involved in your event / project? *

Must be a number.

This number will form one of the reportable KPIs for your project.

List the collaborators who will be involved in your project *

Optional supporting documents can be attached

Attach a file:

Project Delivery Criteria

Applicants will also be assessed on the following questions based on information provided throughout the application:

- Does the applicant have a demonstrated capacity to manage all aspects of the event?
- Is the event plan and budget realistic and value for money?

Measurement and Evaluation

* indicates a required field

Key Performance Indicators (KPIs)

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KPIs are targets or milestones that are set to help understand the successful delivery of a project. Successful applicants will report on KPI outcomes as part of the acquittal reporting process.

Applicants are required to set a minimum of two KPIs (to report on Project Reach and Collaborations)

For projects **funded between \$10,001 and \$20,000 ex GST**, applicants must set an additional two KPIs, and which require a participant survey to measure outcomes.

KPI Summary:

- **\$2,000-\$10,000 ex GST**: Minimum 2 KPIs (KPI 1 + KPI 2)
- **\$10,001-\$20,000 ex GST**: Minimum 4 KPIs (KPI 1-4), including 2 survey-substantiated outcomes

KPI

Measure / requirement

\$2,000-\$10,000 ex GST

\$10,001-\$20,000 ex GST

KPI 1

Project reach (e.g. audience, attendance, sign-ups, downloads)

✓

✓

KPI 2

Collaboration: number of collaborators

✓

✓

KPI 3

Survey substantiated outcome (tailored to project)

✓

KPI 4

Survey substantiated outcome (tailored to project)

✓

KPI 1 - Project Reach

You have provided the following response earlier in this application form (Audience/Reach section).

Total Projected Attendance / Participation reached through the project will be:

This number/amount is calculated.

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Detail how you will measure this *

KPI 2 - Collaboration

You have provided the following response earlier in this application form (Assessment Criteria section).

The number of collaborative partners involved in your event / project will be:

This number/amount is calculated.

Collaborative partners including businesses, community groups, NGO's, other stakeholders

This number is generated from your response to Question 3 - Collaborations and partnerships for sustainability.

Option for Additional KPIs

As the funding request for your project is less than \$10,000 ex GST, an additional 2 x KPIs are not required to be provided as part of this application.

You are welcome to set additional KPIs if you feel it will add value to your project.

Please note that the additional KPIs set in the following section may require carrying out a participant survey to measure outcomes.

Do you wish to set additional KPIs for your project? *

Yes

No

Additional KPIs Required

Applicants requesting over \$10,000 ex GST are required to set an additional two KPIs for your project.

These KPI's will require a participant survey to measure outcomes.

Successful applicants will provide survey outcomes and data to the City as part of the acquittal process at completion of the project.

KPI 3 - Sustainability Impact - Survey substantiated outcome

Please set one KPI to measure how your project will:

- inspire participants to adopt sustainability actions / habits or behaviours
- increase knowledge or awareness of sustainability outcomes / goals / measures for participants

KPIs should be tailored to meet the short term measurable goals of your project. Some examples may include:

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- XX% of surveyed participants report an increased understanding of Perth's biodiversity value because of the event.
- XX% of surveyed participants made a pledge to trial using alternative transport following engagement with the project.
- XX% of surveyed participants reported a commitment to reducing their personal/business emissions by 10% over the coming year following the program.
- XX% of surveyed participants reported a readiness to pursue installing solar following the pilot project workshops attended.
- XX% of surveyed participants reported increased awareness and/or intent to audit water use following the sessions.

KPI 3 - Set one measurement goal or KPI to measure the sustainability impact of your project *

You may choose one of the examples above, or create your own. The KPI needs to be measurable.

KPI 4 - Additional - Survey substantiated outcome

Please set one additional KPI which is relevant for your project. Some examples are below:

PARTICIPANT EXPERIENCE

- XX% of surveyed attendees agreed they would recommend the event to a friend or colleague
- XX% of surveyed attendees agreed they will attend more sustainability events like this in the future
- XX% of surveyed attendees surveyed agreed the event made them feel part of Perth's green community
- XX% of surveyed attendees agreed the event made me them feel welcome and included
- XX% of surveyed attendees agreed the event 'inspired me to take sustainability action'

SUSTAINABILITY SECTOR DEVELOPMENT

- XX% of surveyed participants reported they will pursue a collaboration / green partnership discussed at this event.
- XX% of surveyed participants that the event strengthened their green economy professional network
- XX% of surveyed participants reported gaining access to a sustainability network they wouldn't otherwise access
- XX% of surveyed participants reported they will share 1+ sustainability idea with their professional network
- XX% of surveyed participants express interest for future programs, pilots or scaling opportunities

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PROJECT REACH / PROFILE

- XX # International Speakers engaged for the event
- XX # target audiences reached (youth, aged, SMEs, community etc.)
- XX # attendance at free events
- XX # attendance from interstate/international attendees

PHYSICAL SUSTAINABILITY OUTCOMES

- XX trees planted at a community planting day
- XX Kg of waste diverted from landfill at a zero-waste festival challenge
- XX Litres of water saved through a water conservation campaign
- XX Kg compost produced via a community composting challenge

KPI 4 - Set one or more additional measurement goal or KPI(s) for your project *

You may choose one of the examples above, or create your own. The KPI needs to be measurable.

Additional KPIs

Here are some examples of additional KPIs to consider setting for your project:

SUSTAINABILITY IMPACT

- XX% of surveyed participants report an increased understanding of Perth's biodiversity value because of the event.
- XX% of surveyed participants made a pledge to trial using alternative transport following engagement with the project.
- XX% of surveyed participants reported a commitment to reducing their personal/business emissions by 10% over the coming year following the program.
- XX% of surveyed participants reported a readiness to pursue installing solar following the pilot project workshops attended.
- XX% of surveyed participants reported increased awareness and/or intent to audit water use following the sessions.

PARTICIPANT EXPERIENCE

- XX% of surveyed attendees agreed they would recommend the event to a friend or colleague
- XX% of surveyed attendees agreed they will attend more sustainability events like this in the future

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- XX% of surveyed attendees surveyed agreed the event made them feel part of Perth's green community
- XX% of surveyed attendees agreed the event made me them feel welcome and included
- XX% of surveyed attendees agreed the event 'inspired me to take sustainability action'

SUSTAINABILITY SECTOR DEVELOPMENT

- XX% of surveyed participants reported they will pursue a collaboration / green partnership discussed at this event.
- XX% of surveyed participants that the event strengthened their green economy professional network
- XX% of surveyed participants reported gaining access to a sustainability network they wouldn't otherwise access
- XX% of surveyed participants reported they will share 1+ sustainability idea with their professional network
- XX% of surveyed participants express interest for future programs, pilots or scaling opportunities

PROJECT REACH / PROFILE

- XX # International Speakers engaged for the event
- XX # target audiences reached (youth, aged, SMEs, community etc.)
- XX # attendance at free events
- XX # attendance from interstate/international attendees

PHYSICAL SUSTAINABILITY OUTCOMES

- XX trees planted at a community planting day
- XX Kg of waste diverted from landfill at a zero-waste festival challenge
- XX Litres of water saved through a water conservation campaign
- XX Kg compost produced via a community composting challenge

Please record one or more additional KPI/s for your project

You may choose from the examples above, or create your own. KPIs are required to be measurable.

External Evaluation

Some applicants may choose to engage a third-party organisation to undertake surveys and/or evaluation of the event / project on their behalf.

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Will you be using a third-party organisation to complete measurement or evaluation of your event? *

Yes

No

Please provide the name of the organisation that will complete the external evaluation

Measurement and Evaluation - Resource Development Projects

* indicates a required field

For Resource Development projects, applicants are required to provide the following as part of the acquittal process.

- **A complete copy of the produced online or physical resource developed**
- **Reporting data for two Key Performance Indicators (KPIs)**

1.

Key Performance Indicators (KPIs)

KPIs are targets or milestones which help understand the successful delivery of a project. Successful applicants will be required to report on KPI outcomes as part of the acquittal process.

Please set two KPIs which you will aim to achieve. The KPIs should be measurable, and specifically relevant for your project. Some examples are below:

- XX # resources produced (guides, toolkits, templates, videos, etc.)
- XX # new approaches discovered or adopted during the resource development period
- XX # sustainability collaborators engaged in the project
- XX # pilots or user trials conducted during development
- XX # of endorsements or certifications awarded

- XX # resources produced (guides, toolkits, templates, videos, etc.)
- XX # sustainability collaborators engaged in the project
- XX # pilots or user trials conducted during development
- XX # downloads, website views or page visits of the resource during the trial period

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- XX # of resource packs distributed via targeted events during the project

Please set two KPI measurement goals or targets for your project

KPI 1 *

Follow example KPIs above for guidance. KPI should be realistic and measurable

KPI 2 *

Follow example KPIs above for guidance. KPI should be realistic and measurable

If you have any other KPIs you wish to set for your project please record them here.

Measurement and Evaluation - Research / Pilot Projects

* indicates a required field

For Research / Pilot Projects, applicants are required to provide the following as part of the acquittal process.

- A complete copy of research outcomes, findings, and any relevant reports or data produced within the funding period.

- Reporting data for two Key Performance Indicators (KPIs)

Key Performance Indicators (KPIs)

KPIs are targets or milestones which help understand the successful delivery of a project. Successful applicants will be required to report on KPI outcomes as part of the acquittal process.

Please set two KPIs which you will aim to achieve. The KPIs should be measurable, and specifically relevant for your project. Some examples are below:

- XX # new approaches discovered or adopted during the research period
- XX # International collaborators engaged in project
- XX% Growth in scale of the research team during the project
- XX number of participants in field work in the research
- XX # journal articles published during the funded period

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Please set two KPI measurement goals or targets for your project

KPI 1 *

Refer example KPIs above for guidance. KPI should be realistic and measurable

KPI 2 *

Refer example KPIs above for guidance. KPI should be realistic and measurable

If you have any other KPIs you wish to set for your project please record them here.

Financial Details

* indicates a required field

Budget

What is the total cost of your project? *

What is the total budgeted cost of your event?

Please provide a detailed event budget including projected income and expenditure. Your request to the City of Perth should be shown as projected income.

The budget should include details of other funding that you have applied for and whether it has been confirmed or not. All amounts should be **GST exclusive**.

EXAMPLE BUDGET TEMPLATE: You can download and use our [Budget Template](#) as a guide.

Please select whether you would like to upload the project budget or complete the budget table within this form *

- Upload budget Complete budget below in form

BUDGET NOTE - The maximum contribution of sponsorship provided by the City is \$20,000 (ex GST) and 70% of the total project cost (with the remaining 30% to be provided by the applicant as a cash contribution).

In-kind contributions, such as volunteer hours, donated materials, or services, **cannot be counted toward the applicants required cash contribution.**

Form Budget (GST exclusive)

Please provide a detailed event budget by completing the income and expenditure tables below or uploading a budget worksheet.

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The event budget is to include details of other funding that you have applied for, whether it has been confirmed or not. All amounts should be **GST exclusive**.

Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns, Examples of income could include 'DCA grant', 'ticket sales', 'Company X Corporate Sponsorship'. Examples of expenses could include 'performer fees', 'venue hire', 'marketing'.

Your budget **MUST** be accurate and **does not have to balance income and expenditure**. Please **do not add commas** to figures – e.g. type \$1000 not \$1,000 – this will ensure your figures for each table total correctly. You must include all potential or secured sponsorship or grants within the income table.

Please add additional lines if required.

Income Description	\$	Expenditure Description	\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Total Income Amount *

\$

This number/amount is calculated.

Total Expenditure Amount *

\$

This number/amount is calculated.

Total Profit *

\$

This number/amount is calculated.

Upload Budget

You may choose to upload a budget from your accounting system here *

Attach a file:

Max file size 5MB

Are you applying for more funding that you have received in previous years? *

Yes

No

Provide details on what this extra funding will support, and how this will contribute to the outcomes sought by the City. *

Word count:

Must be no more than 200 words.

We would like to understand the impacts to your event if your total budget is not achieved, such as City of Perth funding or applications to other grants and sponsors.

Please consider how you will address this and if there are elements of the event that will be scaled or not delivered.

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How will you address changes to your project if your funding goals are not achieved?

Word count:

Must be no more than 200 words.

Sponsorship Benefits

* indicates a required field

Applicants will be assessed against the value of commercial benefits offered as part of the sponsorship. How will the City of Perth be acknowledged as part of the sponsorship awarded?

Benefits may include: • Event signage (mandatory) • Logo recognition across event assets (mandatory) • Naming rights • Advertising (Digital, Press and Radio) • Foreword in an event program • Event launch opportunities (joint media release and speaking opportunities) • Social media and access to content/photography

Applicants are expected to offer a level of benefits commensurate to the amount of funding requested. Applicants are encouraged to discuss sponsorship benefits with a Sponsorship and Grants Officer prior to submitting the application.

The City is seeking sponsorship benefits that increase its brand awareness and applications that provide a high level of visibility will be assessed favourably.

Please list the acknowledgements to be provided to the City, and including any benefits: *

Where social media and mainstream media inclusions are offered, please note your audience numbers.

Additional Information

If there is anything else that you would like to add to support your application, please add it here

Word count:

Must be no more than 300 words.

Any further supporting material for your application can be uploaded here

Attach a file:

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A maximum of 10 files may be attached.
Suggested max file size 5MB

Certification and Feedback

* indicates a required field

Privacy Notice

City of Perth pledges 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*. To view our privacy statement, [click here](#)

Confidential Information

Please note that the City of Perth must comply with the *State Records Act 2000 (WA)*, *Local Government Act 1995 (WA)* and other relevant legislation and regulations.

An assessment of your application will form part of the decision recommendation report which may be subject to Freedom of Information (FOI) requests.

Successful applicants may be listed on the City's website.

Commercial-in-Confidence

If you have included any confidential information as part of your application, please make this known to the Sponsorship Officer so that this information can be treated as Commercial-in-Confidence.

I agree to these requirements

Yes

Conditions of Funding

City of Perth Sponsorship and Grants agreement

Successful applicants will be required to accept the terms and conditions of the funding as outlined in the City of Perth's Sponsorship and Grants agreement. The Sponsorship and Grants agreement is a standard legal document and amendments can not be made to the terms and conditions.

Please follow the links to view the standard City of Perth [Sponsorship Agreement](#) or [Grant Agreement](#) templates.

I agree and understand that amendments can not be made to the standard agreement *

I agree to the terms of the City template. I do not agree to the terms of the City template and list below the changes requested

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Provide detail on the requested amendments to the City of Perth Sponsorship or Grants Agreement template *

Sponsorship and Grants Acquittal

Successful applicants will be required to acquit the project for which they have been funded.

The information within the application will be used to inform the acquittal process and the success of the project.

If successful, the applicant agrees to submit the acquittal by the determined due date. An applicant will not be eligible for future funding if they have failed to provide satisfactory acquittal reporting for any previous City funding.

I agree to these requirements *

Yes

Lobbying of Elected Members and Administrative Staff

Applicants or anyone representing the interests of applicants must not lobby or seek to influence the decision-making of Elected Members and administrative staff. If, during the period between submitting a funding application and a determination by Council or the CEO, an applicant or any member of the public seeks to lobby any Elected Member or administrative staff, or attempts to provide additional information, either directly or indirectly, on any matter relating to the funding application, the person/organisation will be disqualified and the sponsorship application excluded from being considered for approval.

In the event supplementary information is requested this will be communicated by your Sponsorship Officer directly.

I agree to these requirements *

Yes

Applicant Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form). The City of Perth may contact this person to certify the contents of the application.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this funding, we will be required to accept the terms and conditions of the funding as outlined in the letter of approval and or agreement.

I agree and certify this application *

Yes

Certification Contact *

Title

First Name

Last Name

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Contact Position *

Primary Phone Number *

Primary Email *

Application Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few minutes to provide some feedback to the City of Perth Sponsorship team so we can continually improve our application form and process.

How did you hear about this funding program? *

- | | |
|---|--|
| <input type="checkbox"/> Previous recipient | <input type="checkbox"/> City of Perth event |
| <input type="checkbox"/> City of Perth website | <input type="checkbox"/> Advertising |
| <input type="checkbox"/> City of Perth social media (Facebook, Twitter, LinkedIn) | <input type="checkbox"/> Industry forum or publication |
| <input type="checkbox"/> City of Perth newsletter | <input type="checkbox"/> Internet search |
| <input type="checkbox"/> Referral/word of mouth | |

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? *

Must be a number.

Estimate in minutes i.e. 1 hour = 60 minutes

Please provide the City of Perth with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider *