

Instructions

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Inclusion Festival 2026

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broad range of multidisciplinary artforms, providing opportunities for people with disability to build skills, showcase their talents and participate in creative arts practice.

Community feedback has overwhelmingly supported an expanded Inclusion Festival program, with more opportunities for disability-led creativity throughout the year. In response, we have broadened this funding opportunity to support events, activities and creative projects delivered across an extended program period.

Applications may propose disability-led activations, programs and events taking place around IDPWd between **21 November and 12 December 2026 and/or at any time up to 30 June 2027.**

One-off workshops and smaller-scale projects may propose an activation or pilot program in and around December 2026 that can be refined, adapted and replicated in 2027, where this can be achieved within the maximum funding amount of \$5,000. This approach supports the development of sustainable, disability-led initiatives that continue to engage the community beyond International Day of People with Disability, creating lasting opportunities for participation, creativity, and inclusion.

Application Requirements

Your submission should clearly explain:

- How the project will be promoted and delivered
- The role of people with disability in planning, leadership and delivery
- The accessibility measures that will be implemented
- A project budget, including coverage of all staffing and production costs

Successful applicants will be required to:

- Provide evidence of inclusive practice as outlined in our accessibility checklist:
- [Accessible events checklist \(PDF 398.4KB\)](#)
- [Accessible events checklist \(DOCX 54.2KB\)](#)
- Provide Council a simple report including data, statistics, and outcomes of the program.
- Include Council's logo on any promotional material.
- Provide a budget and acquittal including copies of receipts and invoices for amounts over \$500.

Thank you for your work with our community in the Inner West. We are looking forward to receiving your application.

Objectives

Inner West Council's Inclusion Festival program is aimed to focus on wellbeing through community capacity building, arts and culture.

What we're looking for-

Projects that are creative, inclusive and community driven. They should:

- Create opportunities for social connection, community building, and celebration of disability pride.

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- Provide opportunities for people with disability to participate in and build skills in creative activities.
- Promote access, inclusion, diversity, and participation in the creative industries.

The types of events could include:

- Creative workshops (art, music, dance, theatre, writing, digital media).
- Performances or exhibitions showcasing artists with disability.
- Community celebrations or social events.
- Creative workshops or trainings that up-skill and empower people with disability.
- Talks or panels on disability culture and stories.

GUIDELINES

To be eligible, activities must demonstrate that the event:

- Brings the community together to celebrate International Day of People with Disability and disability pride.
- Promotes the rights, priorities, and aspirations of people with disability.
- Your application should align with the following:
 - [Disability Inclusion Action Plan - Inner West Council](#)
 - [Convention on the Rights of Persons with Disabilities \(CRPD\) | Division for Inclusive Social Development \(DISD\)](#)
 - An awareness of the [Disability Pride Sydney Movement](#)
- Has outcomes that are delivered in the Inner West LGA between **21st November - 12th December and/or at any time up to 30 June 2027.**
- If open to the public, has no entry fee, participation fee, or charge.

Applications are ineligible if the request for support:

- Is part of ongoing administration or operational costs of the business or applicant.
- Is for an event that has already occurred.
- Is for a project that does not take place in the Inner West LGA.
- Does not involve the Inner West Community as active participants.
- Is from an applicant who is a current staff member of Inner West Council, a current or former Councillor of Inner West Council, political parties, or state or Federal Government agencies.

Application outcome

Applicants will be notified of their application's outcome from **Monday, 12 October 2026.**

Successful applicants will receive support of between **\$500 and \$5,000 (including GST)** from Inner West Council.

Council's Community Wellbeing team will be available to provide expertise and advice on operational event delivery, ensuring that all regulatory requirements are met. IWC can provide templates for event documentation including risk and safety management and scheduling.

Budget Requirements

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Please note before proceeding that any costs over \$500 must have the quote attached and the invoice included in the acquittal.

SUPERANNUATION

All applicants will need account for superannuation payments as part of your budget where applicable. Please check the [ATO website](#) for further information

Venue Support

Applicants should ensure that adequate staffing, production and marketing costs are included in their project budget.

Council will promote inclusion festival as an umbrella event and may be able to provide venues as an in-kind contribution, subject to availability and the nature of the proposed activity.

To check availability and get a quote for your booking, please visit our website here [Venues for hire | Inner West Council](#) and refer to our [Indoor venues fee scale policy | Inner West Council](#)

Program dates and venues locations may be subject to change. Council will work with successful applicants to finalise details.

For successful applicants

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 Inner West Council.

This including meeting all the key dates outlined below. Key Dates for Applicants

- **30 September 2026:** Expressions of Interest close.
- **12 October 2026:** Successful applicants notified.
- **15 October 2026:** All event marketing materials submitted to Council
- **24 October 2026:** Council's Inclusion Festival website launches with all festival events.
- **31 October 2026:** Project invoices due to Council.
- **Mid-November 2026:** Major promotional campaign begins.
- **21 November 2026:** Inclusion Festival opens.
- **11 December 2026:** Final day to submit late invoices for payment. Invoices received after this date will not be processed until late January 2027.
- **12 December 2026:** Inclusion Festival closes.

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. Applicants registered for GST should add GST to the grant amount.

Recognition of assistance

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

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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.

Ready to Apply?

The application will ask for key information about yourself as project lead for your proposal including contact information and organisation/business details as applicable.

You will need to provide key information about the proposed project including proposed location, title, description, target audience and project timeline. A balanced budget proposal is to be provided and there is an option to upload supporting material.

Please ensure you have all this information ready to input into your proposal. Incomplete and unsubmitted proposals will not be considered.

Stallholder Interest

Please tick this box if you would be interested in holding an Art or Craft stall at Inclusion Festival.

☐ Yes, I am interested in having a stall at Inclusion Festival

Applicant Details

* indicates a required field

Applicant Details

Name *

Title First Name Last Name

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Email Address *

Must be an email address.

Mobile *

Must be an Australian phone number.

Organisation Name

(if applicable)

ABN / ACN (if applicable)

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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

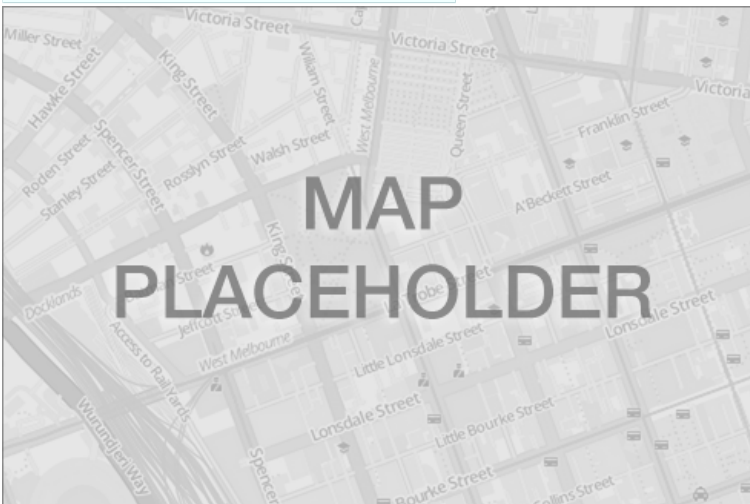
Tax Concessions

Main Business Location

Must be an ABN.

Address *

Address



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

Website (If applicable)

Must be a URL.

Social Media (If applicable)

Public Liability Insurance (PLI)

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Successful applicants will need to have Public Liability Insurance (minimum of 20 million). Please upload your PLI Certificate below or attach a quote for the proposed date/s of your activity.

Upload your file here *

Attach a file:

Project Proposal

* indicates a required field

Project Details

Project Title *

Proposed Date *

Must be a date.

Additional Date (if required)

Proposed Event times

Describe your activity - What are you planning to do? *

Word count:

Must be no more than 150 words.

Include details about your target audience.

Summary of your activity *

Word count:

Please describe your event in approximately 25 words. This will be used for marketing purposes.

Where will your project be delivered? *

Word count:

Must be no more than 150 words.

What do you hope the community will gain from your activity? *

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Word count:

Must be no more than 200 words.

Tell us what skills and experience you will bring to deliver your event or program, e.g., professional experience or lived experience *

Must be no more than 200 words

What steps will you take to ensure your activity is accessible and inclusive? *

View our Accessible Events Checklist on Council's Inclusion Festival webpage

How many people do you expect to attend your activity? *

How will you promote your activity? *

Word count:

Must be no more than 200 words.

Proposed project timeline *

Please outline the steps you will take to complete your activity and when you plan to complete them

Is your event open to the public? *

☐ Yes

☐ No

Tell us briefly how your project aligns with one or more of the following - The Convention on the Rights of Persons with Disabilities, Council's Disability Inclusion Action Plan, or the Disability Pride Movement *

Word count:

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Must be no more than 200 words

Please see the below links for further information:

[Convention on the Rights of Persons with Disabilities | OHCHR](#)

[Disability Inclusion Action Plan - Inner West Council](#)

[Disability Pride Sydney Movement](#)

Events open to the public

Would you like your event listed on Council's website? *

☐ Yes

☐ No

Budget

* indicates a required field

Budget

A budget should include all items required to deliver, present and maintain the project (i.e. marketing costs, staffing, venue costs, transportation, equipment and installation costs, superannuation payments, insurances, etc.). The applicant is responsible for budget management for this event and any costs associated with the event.

Income Description: List the money you will source for the project (e.g. Council EOI, sponsorship, other sources). Please note whether this income is confirmed or unconfirmed and please include any in-kind income. You will be required to upload quotes for any expenditure expected to be over \$500.

Expenditure Description: List all the items you will need to spend money on (e.g. materials, marketing expenses, artist fees).

You must ensure that all eligible artists and contractors working on events are paid superannuation as per the ATO guidelines here: [How to work it out: employee or contractor | Australian Taxation Office \(ato.gov.au\)](#).

Your proposed budget must balance for your application to be eligible.

Total Amount Requested (Including GST) *

Must be a dollar amount.

What is the total financial support you are requesting in this application? You can apply for an amount between \$250 and \$5000

Budget

Income Description \$

List the money you will source for the project (e.g. Council

Expenditure Description \$

List all the items you will need to spend money on (e.g. artist

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EOI, sponsorship, other sources).		fees, fabrication, transportation, materials, equipment, installation, insurances, etc.)	
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget notes

Please upload quotes for any expected expenditure over \$500.

Attach a file:

Declarations

* indicates a required field

Child Involvement

Will your event potentially involve people under the age of 18? *

☐ Yes

☐ No

Child Safe Requirements

The Parties agree that performance of the project may include Child Related Work. For the purposes of this section, "**Child Related Work**" has the meaning given to it in the *Child Protection (Working With Children) Act 2012* and usually includes any work where the work involves, or is likely to involve, direct contact with a child or children and that contact is a usual part of and more than incidental to the work in connection with at least one of the specified categories of child related work.

Before the applicant undertakes any Child Related Work, the applicant must ensure that:

- relevant staff and volunteers hold a valid Working With Children Check and that verifications have been undertaken;
- relevant staff and volunteers have required child protection skills and knowledge and have attended relevant training and induction sessions;
- it has in place appropriate child protection policies and procedures and such policies

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and procedures are updated to address any key changes under child protection legislation;

- any specific undertakings in its policy and procedures, such as training requirements, are being complied with;
- its Child safety risk management strategies are developed, implemented and regularly reviewed; and
- notification of any and all reportable allegations regarding staff of the applicant organisation are notified to Council as soon as the applicant organisation becomes aware.

The applicant must provide Council with any report reasonably required by Council relating to the applicant organisation's obligations under this section. The applicant accepts that Council may itself or engage a third party to undertake formal reviews of the applicant organisation's child protection policies, procedures and practices to assess compliance with relevant child protection legislation and the child protection requirements and will reasonably cooperate with Council or any such third party including provision of the information which is reasonably requested.

Please indicate whether or not this Child Safe requirement clause is applicable to your project/program/initiative? *

☐ Yes ☐ No

Are you aware of the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD) *

☐ Yes ☐ No

Are you aware of the Disability Pride Movement (Sydney) *

☐ Yes ☐ No

Inner West Council bases our approach on these conventions and movements, if you would like more information please get in touch or visit:

[United Nations Convention on the Rights of Persons with Disabilities \(UNCRPD\) | Australian Human Rights Commission](#)

[Disability Pride Sydney Australia's Home of Disability Pride](#)

Declarations

How did you hear about this opportunity? *

I declare that to the best of my knowledge the information in this application is true and correct *

☐ Yes