26/27 - Advice and Planning
Form Preview

About the Grant

* indicates a required field

Grant Information

This funding program supports venues who demonstrate a commitment to increasing live music programming to undertake assessment reports, development applications, legal services, planning expenses and energy audits.

Funding up to $20,000 can support:

- assessment reports to support infrastructure development (e.g. soundproofing, ventilation, accessibility)
- development application and planning expenses
- legal services and licensing consultants
- energy efficiency audits.

Advice and Planning will be offered across three rounds, with applications closing:

- Thursday 17 September 2026 – for activity starting after 19 October
- Monday 23 November 2026 – for activity starting after 11 January 2027
- Monday 3 May 2027 – for activity starting after 7 June.

Sound NSW Support

Find the answers to frequently asked questions **here.**

Sound NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

- Telephone: Rosie Saul, Venue Support Coordinator (02) 9228 3603
- Email: info@sound.nsw.gov.au
- Schedule an online meeting to speak to Sound NSW staff using the link to **Microsoft Bookings.**

Sound NSW Updates

Do you wish to receive updates about other grant opportunities, initiatives or events from Sound NSW? *

○ Yes ○ No

Eligibility

* indicates a required field

General eligibility requirements

Please confirm your eligibility by answering the following questions:

Is your venue located in NSW? *
○ Yes ○ No

Is your venue an incorporated entity or trust (including a trust with a corporate or individual trustee) holding an Australian Business Number (ABN), or an Australian Company Number (ACN) or is registered with NSW Fair Trading under the Associations Incorporation Act 2009 or the Co-operatives National Law (NSW) set out in the appendix to the Co-operatives (Adoption of National Law) Act 2012? *
○ Yes ○ No

Is the venue majority Australian owned? *
○ Yes ○ No

Are you providing at least a 30% cash co-contribution to the overall project? *
○ Yes ○ No
Your budget and project plan will need to demonstrate this.

Is the venue owned by you? *
○ Yes ○ No
Crown leased properties are eligible where operated by an otherwise eligible entity.

You have indicated that you do not own the premises (building) the venue operates from. Are you able to provide a copy of the following?:

Your current lease or occupancy agreement showing at least 2 years remaining of the original term from the application close date? *
○ Yes ○ No
You will need to include a copy of this at the Supporting Documentation section.

A letter of support from the building/premises owner supporting your application to this program? *
○ Yes ○ No
You will need to include a copy of this at the Supporting Documentation section.

Venue requirements

Does your venue hold a OneMusic Licence for Live Music Performances? *
○ Yes ○ No
You will need to include a copy of this at the Supporting Documentation section.

Does your venue have a room or space dedicated to live music performances that is a significant part of the venue and contains appropriate infrastructure to support regular live music performances? *
○ Yes ○ No
Appropriate infrastructure includes a separate auditorium, lighting, sound desk, etc

Does your venue have formal arrangements in place establishing payments for artist performances? *
○ Yes ○ No

Does your venue program artists and acts performing new and original contemporary music? *
○ Yes ○ No

Does your venue operate on a member-only basis and primarily host private invite-only functions that are not generally accessible by the public? *
○ Yes ○ No

Does your venue operate more than 10 gaming machines? *
○ Yes ○ No

Is your venue operated by Government (Federal, State or Local), or an education provider? *
○ Yes ○ No
Note: Crown leased properties are eligible where operated by an otherwise eligible entity.

Is your venue owned and/or operated by a religious institution? *
○ Yes ○ No

Is your venue a vessel (a boat on water) or a mobile venue of no fixed address? *
○ Yes ○ No

Unable to continue

Based on your response to the above Eligibility questions, you are unable to continue to apply. Refer to the **Program Guidelines** for more details.

Sound NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

- **Telephone:** Rosie Saul, Venue Support Coordinator (02) 9228 3603
- **Email:** info@sound.nsw.gov.au

Eligibility Confirmation

Please declare that this application meets the eligibility criteria:

I confirm that I've read the guidelines and the information supporting our eligibility is accurate *
○ Yes

Applicant Details

* indicates a required field

Venue Name

What is the name of the venue? *

Does the applicant organisation have an Australian Business Number (ABN)? *

○ Yes ○ No

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.

ACN or AIN

Applicant Organisation ACN or AIN

Only required if you have this information

Organisation Details

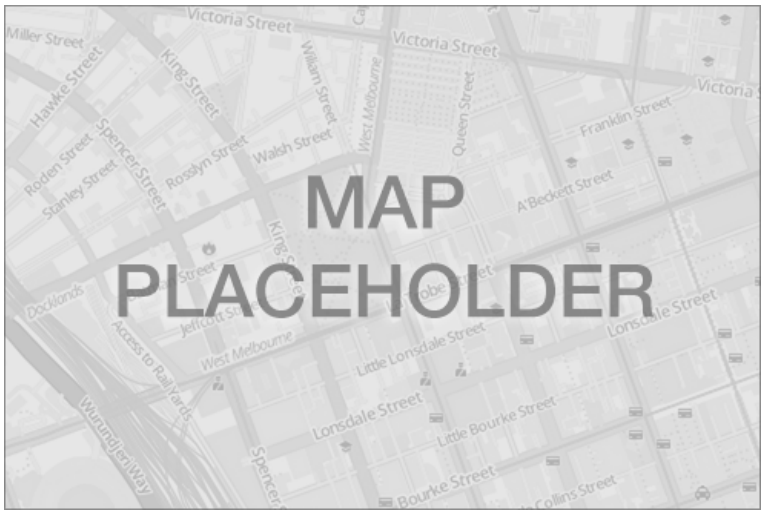
Organisation Name *

Organisation Name

Please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Primary Address

Address



Postal Address
Address

Primary Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Other Phone Number

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Email Address *

Must be an email address.

Website

Must be a URL.

Primary Venue Contact Person

Please complete the following details for the primary contact person. This is the person we will correspond with about this grant.

Name *
Title First Name Last Name

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

Position *

e.g., Manager, Board Member or Fundraising Coordinator.

Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Email *

Must be an email address.
This is the email address we will use to correspond with you about this grant.

Secondary Venue Contact Person

Please provide the details for a secondary contact person.

Name *
Title First Name Last Name

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

Position *

e.g., Manager, Board Member or Fundraising Coordinator.

Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Email *

Must be an email address.

Application Details

* indicates a required field

Title *

Word count:
Must be no more than 25 words.
Provide a name for your initiative. Your title should be short but descriptive.

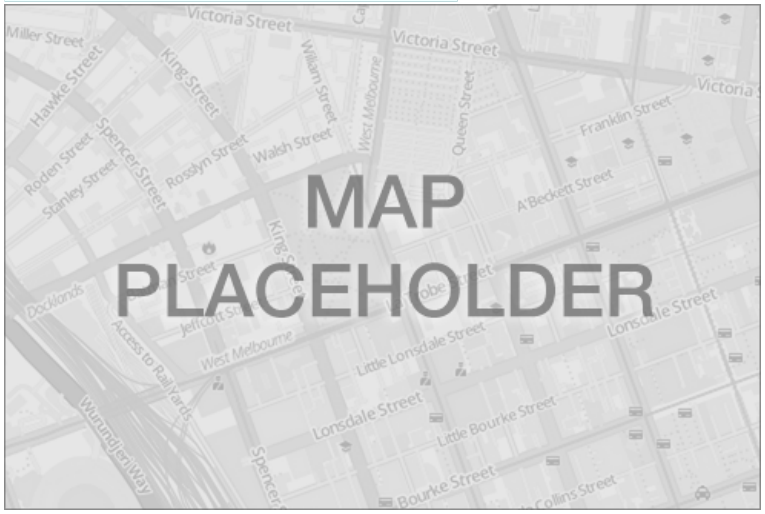
Brief description *

Word count:
Must be no more than 50 words.
Include a brief summary of who will benefit from this initiative, what activities you will do and what outcomes you expect from your activities.

Anticipated start date *

Anticipated end date *

Primary location of your initiative
Address



Primary location does not need to be a specific address, and can be postcode, suburb, state, etc. If delivered online, please specify the area of focus for delivery.

Local Government Council

Do you have a relationship with your local government council? *

○ Yes ○ No

Please provide the contact details for your council contact.

Name *
Title First Name Last Name

Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

Liquor Licence

Do you hold a liquor licence? *
○ Yes ○ No

Provide your liquor licence number below *

Where multiple liquor licences are held side by side at a venue, please include details of the liquor licence applying to the live music performance area.

About your Venue

* indicates a required field

Tell us about your venue and your role in the contemporary live music ecosystem in NSW.

- your experience in delivering contemporary live music programming (include examples)
- the diversity of live music programming at your venue
- the impact your venue on the contemporary live music ecosystem.

*

Word count:
Must be no more than 500 words.

Outline how your venue is considering climate sustainability. *

Word count:
Must be no more than 200 words.

About Your Venue Upgrades

* indicates a required field

Tell us about the advice and consultation you are seeking support for.

- what improvements do you hope to address and how this will ensure the venue is fit-for-purpose for live music programming?
- how will this advice/consultation enhance expertise and establish best practice business operations?

*

Must be no more than 500 words.

Budget and Project Plan Template

You are required to complete a budget and project plan template. This provides a detailed project budget, identifies a 30% cash contribution to overall project budget and confirms a cash contingency fund of minimum 10% of overall budget.

Please **download** the budget and project plan template and complete it.

Once complete, upload the template here:
Attach a file:

A maximum of 1 file may be attached.

Amount requested

Please enter the total amount you are requesting from Sound NSW under this grant.

Please enter the amount in whole dollars (no decimal places).

Total Amount Requested
*

$

What is the total financial support you are requesting under this grant?

Quotes

Attach a quote for each labour or purchase expense item in your project budget template *
Attach a file:

Please ensure all quotes are provided in a single document and each quote aligns with what is represented in the Project Budget

Supporting Documentation

* indicates a required field

New and original contemporary live music

You are required to provide evidence of new and original contemporary live music programming, established relationships with artist and music businesses, and how your venue's contribution increases the diversity of live music to improve audience experiences

Attach example/s here: *
Attach a file:

A maximum of 1 file may be attached.
As a single document, attach examples of support letters from relevant artists and music businesses, proof of live music events such as photos, links to websites or publicly available programs etc.

You have indicated that you do not own the premises (building) the venue operates from

Please provide a copy of your current lease or occupancy agreement showing at least 2 years remaining of the original term from the application closing date. *
Attach a file:

A maximum of 2 files may be attached.
Alternatively, please follow Sound NSW advice

Please provide a letter of support from the building/premises owner supporting your application to this program. *
Attach a file:

A maximum of 1 file may be attached.
Please ensure supporting evidence is provided in a single document.

OneMusic Licence

You are required to provide a copy of your OneMusic licence as part of your application.

Attach copy of OneMusic licence here: *
Attach a file:

A maximum of 1 file may be attached.

Declaration and Authorisation

* indicates a required field

Disclaimer

The applicant acknowledges and agrees that:

- Changes to the application and any additional materials cannot be submitted after the advertised closing date and time.
- Sound NSW has the right to investigate any information provided in this application and/or to request additional information where Sound NSW deems it necessary for the purpose of assessing your application or administering the Program.
- Sound NSW may re-open an application after the closing date, provided it doesn't give the applicant an advantage over other applicants.
- Sound NSW staff are not able to provide advice on content or choices required within an application.

Privacy Notice

Sound NSW (part of the Department of Creative Industries, Tourism, Hospitality and Sport) is collecting your personal information. Personal information collected in managed in accordance with the *Privacy and Personal Information Protection Act*.

Sound NSW collect your personal information for the purpose of:

- Assessing your application against the eligibility criteria for the Venue Upgrade Grants - Advice and Planning (**Program**) and contacting you to discuss your application;
- If your application is deemed eligible, to manage and administer the Program;
- To monitor and evaluate the Program.

Providing us with your personal information is not required by law. However, if you choose not to provide us with the requested information, Sound NSW will be unable to assess your eligibility for the Program.

Your personal information may be disclosed by Sound NSW:

- In accordance with the requirements of the NSW Government's Grants Administration Guide;
- To comply with our obligations under the *Government Information (Public Access) Act*;
- To comply with an order for the production of documents to Parliament under Standing Order 52.

We may share your personal information with consultants and contractors who help us assess your application or provide evaluation services.

We only share your personal information with them when it is necessary and we make sure they follow the privacy law.

Otherwise, your personal information will not be provided to a third party without your consent or unless it is authorised by law.

To access or seek amendment of your personal information, or for more information on our privacy obligations, contact the Department's Privacy Officer at information@dciths.nsw.gov.au. For more information about how DCITHS complies with its privacy obligations visit its website.

Use of Information

The applicant acknowledges and agrees that:

- Subject to privacy legislation, if Sound NSW assesses your application as successful, the information contained in this application form may be used for media and communication purposes by Sound NSW and/or the NSW Government.

Declaration

Before you can complete and submit this application, you must accept the following conditions by declaring:

- If an entity is the applicant, I have the authority to complete and submit this application on the entity's behalf.
- All information supplied as part of this application is true and accurate to the best of my knowledge.
- All activities proposed by this application will be conducted in accordance with applicable law, including but not limited to, complying with Working with Children legislation.
- I acknowledge:
    - funding will not be granted or released if the applicant has outstanding acquittals for this or other projects/programs across Sound NSW or the Department of Creative Industries, Tourism, Hospitality and Sport (DCITHS);
    - Sound NSW may withdraw any offer of funding or demand the return of funds already paid if this declaration is found to be incorrect or misleading; and
    - Sound NSW and DCITHS may disclose any information in this application as described in the NSW Government's *Grants Administration Guide*, or according to applicable law.

Authorisation

I agree *

☐ Yes

Name of authorised person *

Title | First Name | Last Name

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

Position *

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

Phone number *

Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Email *

Must be an email address.