

Touring Grant

Program Guidelines



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1. Acknowledgement of Aboriginal People and Country

The Department of State Growth (State Growth) recognises and values Aboriginal histories, knowledge and lived experiences and is committed to being culturally inclusive and respectful in our working relationships with all Aboriginal people.

State Growth acknowledges all Aboriginal people; the traditional owners of the Land upon which we work and pay our respects to Elders past and present.

2. Overview

Events are an important part of the visitor economy. They create a trigger for travel, promote regional dispersal of visitors, encourage participation and connectedness between people, and create excitement and entertainment, which in turn increases people's desire to visit or return to Tasmania.

Events Tasmania is committed to attracting people to Tasmania, encouraging people to move around Tasmania and inspiring people to talk about Tasmania through their own circles of influence.

Events Tasmania aims to deliver a balanced events portfolio that enhances Tasmania's brand and reputation as a unique tourism destination while aligning with the [Tasmanian Government Events Strategy 2023-2027](#).

The Tasmanian Government's Events Strategy 2023- 2027 provides a framework to maintain a sustainable and successful tourism and hospitality sector that delivers greater benefits to the economy and our communities, by supporting events that align with these three pillars:

- I. Economic – Events are a key generator of economic growth opportunities.
- II. Social – Events contribute to our environment, wellbeing and connectedness, and incorporate into their offerings a genuine recognition of our island and its people.
- III. Brand – Events create substantial value for Tasmania and Tasmanians. Tasmania has become a popular destination for visitors seeking to explore the many unique experiences on offer.

3. Aim

The aim of the Touring Grant Program is to provide targeted funding for organisers of touring activities that travel throughout Tasmania, contributing to the state's broader visitor economy. These touring activities support the regional dispersal of visitors, encourage the exploration of Tasmania's diverse landscapes and communities, and create unique travel experiences that inspire word-of-mouth promotion. The grant aligns with the Tasmanian Government Events Strategy 2023-2027, contributing to the sustainable growth of the tourism and hospitality sectors by fostering events that provide economic, social, and brand benefits for Tasmania.

"Touring activity" within this program is defined as those activities that meet eligibility 5.2., 5.3. and 5.4. in [Section 5. Eligibility](#)

4. Funding

Grants of between \$2,500 and \$20,000 are available to each eligible organisation who conducts a touring activity, as defined in section [3. Aim](#).

Grant amounts are based on a sliding scale of attendance numbers and number of nights spent in Tasmania as part of the touring activity.

Please refer to section [9. Assessment process](#) for the funding sliding scale.

5. Eligibility

Applicants must meet the following eligibility criteria:

- 5.1. Be registered for tax purposes in Australia with a continuously active Australian Business Number (ABN) on or before 30 June 2024.
- 5.2. Conduct a touring activity between March and November (inclusive).
- 5.3. Attract more than 40 people from outside Tasmania, who stay five nights or more in paid commercial accommodation*.
- 5.4. Spend 40 per cent or more of the touring activity in regional areas (outside Greater Hobart**).
- 5.5. Apply two months prior to the touring activity start date.

*Commercial accommodation is defined as a hotel, motel, bed and breakfast, cabin.

Motorhome, caravan, camping and walking touring activities may also be eligible, but only for the days that participants spend in paid accommodation, and with the same ratio of 40 per cent in paid accommodation in regional areas (outside of Greater Hobart).

**Greater Hobart refers to the Hobart, Clarence and Kingborough local government areas.

Applicants may be asked to supply documentation to support their eligibility claims, as part of the application process, or as part of an audit process. Information supplied by applicants may be subject to authenticity checks using third party software.

Performance in previous grants may also be taken into consideration when assessing this application.

6. Ineligible applicants/applications

- 6.1. Touring activities held in December, January and February.
- 6.2. Events Tasmania's grant programs do not support:
 - i. conferences.
 - ii. conventions.
 - iii. symposiums.
 - iv. trade fairs.
 - v. expos.
 - vi. concert series.
 - vii. touring acts or shows.
- 6.3. Businesses recognised as a commercial tour companies/operators whereby their business-as-usual practices are creating and either directly, or indirectly, selling tours or tour packages to individuals, businesses and groups.
- 6.4. Events or touring activities that have already received funding from another Events Tasmania grant program.
- 6.5. Applicants with **overdue reporting obligations** from previous Events Tasmania grants.

7. Eligible expenditure

All equipment and materials relating to the touring activity, except for expenditures listed in [Section 8. Ineligible expenditure](#).

Please note all funding received from this program will be required to be acquitted with appropriate evidence, as per [Section 17. Acquittal](#).

8. Ineligible expenditure

- Purchase of equipment, activities and/or services, which are not solely for the purpose of producing and delivering this touring activity.
- Touring activities which are already completed or due to be completed before the commencement of the funding period, including activities that will commence before the funding is approved. Funding will not be provided retrospectively.
- Fines and penalty payments.
- Debt or loans.

9. Assessment process

Grant amounts will be determined by the funding scale below which is based on the touring activity's number of interstate and international attendees and duration.

		Number of interstate or international attendees											
		40-59	60-79	80-99	100-119	120-139	140-159	160-179	180-199	200-219	220-239	240-259	260-279
Number of nights	5	\$2,500	\$3,000	\$3,500	\$4,000	\$4,500	\$5,000	\$5,500	\$6,000	\$6,500	\$7,000	\$7,500	\$8,000
	6	\$2,800	\$3,400	\$4,000	\$4,600	\$5,200	\$5,800	\$6,400	\$7,000	\$7,600	\$8,200	\$8,800	\$9,400
	7	\$3,100	\$3,800	\$4,500	\$5,200	\$5,900	\$6,600	\$7,300	\$8,000	\$8,700	\$9,400	\$10,100	\$10,800
	8	\$3,400	\$4,200	\$5,000	\$5,800	\$6,600	\$7,400	\$8,200	\$9,000	\$9,800	\$10,600	\$11,400	\$12,200
	9	\$3,700	\$4,600	\$5,500	\$6,400	\$7,300	\$8,200	\$9,100	\$10,000	\$10,900	\$11,800	\$12,700	\$13,600
	10	\$4,000	\$5,000	\$6,000	\$7,000	\$8,000	\$9,000	\$10,000	\$11,000	\$12,000	\$13,000	\$14,000	\$15,000
	11	\$4,300	\$5,400	\$6,500	\$7,600	\$8,700	\$9,800	\$10,900	\$12,000	\$13,100	\$14,200	\$15,300	\$16,400
	12	\$4,600	\$5,800	\$7,000	\$8,200	\$9,400	\$10,600	\$11,800	\$13,000	\$14,200	\$15,400	\$16,600	\$17,800
	13	\$4,900	\$6,200	\$7,500	\$8,800	\$10,100	\$11,400	\$12,700	\$14,000	\$15,300	\$16,600	\$17,900	\$19,200
	14	\$5,200	\$6,600	\$8,000	\$9,400	\$10,800	\$12,200	\$13,600	\$15,000	\$16,400	\$17,800	\$19,200	\$20,000
	15	\$5,500	\$7,000	\$8,500	\$10,000	\$11,500	\$13,000	\$14,500	\$16,000	\$17,500	\$19,000	\$20,000	\$20,000
	16	\$5,800	\$7,400	\$9,000	\$10,600	\$12,200	\$13,800	\$15,400	\$17,000	\$18,600	\$20,000	\$20,000	\$20,000
	17	\$6,100	\$7,800	\$9,500	\$11,200	\$12,900	\$14,600	\$16,300	\$18,000	\$19,700	\$20,000	\$20,000	\$20,000
	18	\$6,400	\$8,200	\$10,000	\$11,800	\$13,600	\$15,400	\$17,200	\$19,000	\$20,000	\$20,000	\$20,000	\$20,000
	19	\$6,700	\$8,600	\$10,500	\$12,400	\$14,300	\$16,200	\$18,100	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	20	\$7,000	\$9,000	\$11,000	\$13,000	\$15,000	\$17,000	\$19,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	21	\$7,300	\$9,400	\$11,500	\$13,600	\$15,700	\$17,800	\$19,900	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	22	\$7,600	\$9,800	\$12,000	\$14,200	\$16,400	\$18,600	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	23	\$7,900	\$10,200	\$12,500	\$14,800	\$17,100	\$19,400	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	24	\$8,200	\$10,600	\$13,000	\$15,400	\$17,800	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	25	\$8,500	\$11,000	\$13,500	\$16,000	\$18,500	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	26	\$8,800	\$11,400	\$14,000	\$16,600	\$19,200	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	27	\$9,100	\$11,800	\$14,500	\$17,200	\$19,900	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	28	\$9,400	\$12,200	\$15,000	\$17,800	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	29	\$9,700	\$12,600	\$15,500	\$18,400	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	30	\$10,000	\$13,000	\$16,000	\$19,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	31	\$10,300	\$13,400	\$16,500	\$19,600	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	32	\$10,600	\$13,800	\$17,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	33	\$10,900	\$14,200	\$17,500	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	34	\$11,200	\$14,600	\$18,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	35	\$11,500	\$15,000	\$18,500	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

10. Timeframes

Description	Date/time
Program opens for applications	1 October 2024 from 2:00 pm
Program closes	29 May 2025 at 2:00 pm
Applications assessed	Within two weeks from submission
Applicants notified	Within two weeks from submission

Applications will not be accepted after the program closes.

11. Contact details

For queries about this program, contact:

- Events Tasmania
- info@eventstasmania.com
- 1300 880 634

12. How to apply

Applications should be submitted using SmartyGrants. For assistance with using SmartyGrants, please see the [applicant help guide](#).

Contact Events Tasmania to discuss any issue preventing you from using SmartyGrants to submit your application.

Step-by-step guide on how to apply for a touring grant:

1. **Prepare:** Read the program guidelines and make sure you are eligible to apply.
2. **Start:** The application form is available: [eventstasmania.com/grants and funding/grant program/touring grants](https://eventstasmania.com/grants-and-funding/grant-program/touring-grants)
3. **Confirm:** Ensure all information and documentation is accurate and attached. You may not be able to change an application or provide additional information after you submit your application.
4. **Submit:** You will receive an email notification after you submit your application. Keep this notification as confirmation of your submission.
5. **Assessment:** Applications will be assessed by an internal assessor.
6. **Notification:** We will notify you with the outcome of your application within two weeks from submission.

Other information to consider:

- Applications must be received at least two months prior to the tour start date.
- Applications will only be accepted for touring activities that are taking place in the 2024-25 financial year. Please contact Events Tasmania (details above) if your tour is scheduled in June, July, or August 2025.
- If you are working with another organisation on delivering your touring activity, please make sure you discuss this application with them prior to applying. Events Tasmania will not accept more than one application for grant funding against the same touring activity and associated interstate visitation.
- You may be asked to provide information or documentation after you have submitted your application.

Events Tasmania strongly encourages applicants to demonstrate:

- Engagement with the Tasmanian Aboriginal community and the steps taken to acknowledge and/or incorporate genuine and meaningful inclusion of Tasmanian Aboriginal culture in the touring activity.
- The operation of an environmentally sustainable touring activity or how the touring group is working towards sustainable practices in operation and delivery.
- How your touring activity currently meets the accessibility needs of patrons or the plans to identify and work towards this.

13. Grant funding agreement

If your application is successful, you will be required to enter a legally binding funding agreement.

The funding agreement, along with these program guidelines, provide the grant terms and conditions.

You will not receive payments until the funding agreement is completed.

14. Appealing a decision

If your application is unsuccessful, you may appeal the decision.

The appeals process ensures that all applicants have been treated fairly.

We will consider appeals that relate to administrative process issues in grants management.

All requests must be in writing and addressed to the Director of Events Tasmania. Your request must be received within 28 days from the date of State Growth notifying you of the decision about your application.

For further information about the appeal process, contact Events at info@eventstasmania.com

15. Grant payments

If your application is successful, you will be asked for your bank account details to receive your grant payment.

The bank account must be in your name. You may be asked to provide a copy of your bank statement or a letter from your bank as confirmation.

Providing incorrect bank account details may result in significant delays or not receiving your grant payment. We cannot guarantee the recovery of funds paid to an incorrect bank account.

You will be required to return some or all the funds if:

- you do not complete the activities required under the funding agreement;
- you do not use any or all of the funding provided;
- your situation changes in a way that prevents completion of the grant; or
- we find that the information provided to us is false or misleading.

16. Taxation and financial implications

Grants distributed under this program may be treated as income by the Australian Tax Office (ATO).

We strongly recommend that, prior to applying, you seek independent advice from a tax advisor, financial advisor and/or the ATO, about the possible tax implications for receiving the grant.

Grants distributed under this program attract Goods and Services Tax (GST).

If you are registered for GST, the grant amount will be grossed up to include GST. A valid tax invoice must be supplied by the successful applicant to State Growth.

Information on invoices can be found on our Business Tasmania website:

www.business.tas.gov.au/manage_a_business/invoices

17. Acquittal

If your application is successful, you must provide an acquittal at the conclusion of the grant.

An acquittal is a statement that is requested from successful grant recipients, confirming that the grant funding provided was used as it was intended and as per the statements made on the application form.

It is a requirement that all grant recipients under this program acquit their grant. When successful applicants are notified, they will automatically receive their acquittal form. This will be via an email from SmartyGrants. The email will include a link to the acquittal form and detail the due date for completion.

If a grant recipient cannot meet the expected acquittal due date, they must contact Events Tasmania on 1300 880 634 or info@eventstasmania.com.

17.1. How to acquit your grant

We will send you an acquittal form using SmartyGrants.

Your acquittal must include:

- a report on the activities completed and their outcomes.
- a report on the income and expenditure.
- evidence such as invoices, receipts and images.

We may ask you to provide a Statement of Expenditure certified by an independent, professional auditor. You will be responsible for the cost of obtaining the certified Statement of Expenditure.

17.2. Failure to complete an acquittal

If you do not satisfactorily acquit your grant by the due date:

- you may be required to return the funding to the State Growth; and
- you may be ineligible for other grants from State Growth.

Contact us to discuss any issue preventing you from acquitting your grant.

18. Publicity of grant assistance

State Growth is accountable for its spending of public funds, including providing grants. As part of the accountability process, State Growth may publicise, without further notice, information about the grants provided, including the level of financial assistance, the identity of the recipient, and the purpose of the financial assistance.

If you have received a grant from State Growth:

- despite any confidentiality or intellectual property right subsisting in the grant funding agreement or deed, a party may publish all or any part of the grant funding agreement or deed without reference to another party, and you consent to the disclosure of your name in this context.
- all obligations under the *Personal Information Protection Act 2004* (Tas) still apply.

19. True and accurate information

You must take care to provide true and accurate information. Any information that is found to be false or misleading may result in action being taken and grant funds, if already provided, may be required to be repaid to State Growth.

20. Right to information

Information provided to State Growth may be subject to disclosure in accordance with the *Right to Information Act 2009*.

21. Information collection and usage

Personal information will be managed in accordance with the *Personal Information Protection Act 2004*. This information may be accessed by the individual to whom it relates, on request to State Growth.

State Growth may use and disclose the information you provide for the purposes of discharging its functions under the Program Guidelines and otherwise for the purposes of the program and related uses. State Growth may also use information received in applications and during the delivery of the project for reporting purposes.

22. Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Crown in Right of Tasmania, as to the accuracy or completeness of the information it contains.

The Crown in Right of Tasmania accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document, and any person relying on this document and the information it contains does so at their own risk absolutely.

The Crown in Right of Tasmania does not accept liability or responsibility for any loss incurred by an applicant that are in any way related to the program.



Department of State Growth

Events Tasmania
GPO Box 536
Hobart TAS 7001 Australia

Phone: 1300 880 634

Email: info@eventstasmania.com

Web: www.eventstasmania.com

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