



Australia Day

Reflect. Respect. Celebrate.

2026

Community Events Grant Program

Grantees Briefing:

From Funding Agreement to Event Day and Acquittal

5 Oct 2025



2026 Community Events Grant Program

Disclaimer

This presentation is for general information only. For the definitive rules, eligibility criteria and conditions of the Australia Day 2026 Community Events Grant Program, refer to the official Guidelines at www.australiaday.org.au/grants . Applicants must read the Guidelines in full and ensure their submissions comply with all requirements.

Today's Objectives



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Understand obligations from agreement to acquittal



Confirm key dates, payments and invoicing



Review Australia Day Designs, merchandise, and starter pack



How to keep listings up to date



Delivering an inclusive, safe event

Application Outcomes



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Opportunity

2026

Australia Day
Community Events

\$4.7 mil
Funding Pool

3 x Funding Streams
10k | 15k | 2k
new 2k grant option

4 7 1

Successful Grantees

18% increase in funded
applications over
previous round

8 4 8

Scheduled Events

19% increase in
events over previous
round

1 in 3

Grant submissions were
from first-time
applicants

Outcome



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Key Messages

Delivering a Successful Event



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Insurance and Compliance

- Hold **public-liability insurance** of at least \$10 million; **meet WHS and child-safety laws.**

Accessibility and Inclusion

- A welcoming event for everyone that builds **inclusion** into the event experience.

Branding and Acknowledgement

- Use NADC Australia Day Designs and promote **“Reflect. Respect. Celebrate.”** Include the required acknowledgment on materials.

Event Register

- **Check your event details** on the NADC Website and keep **details current.**

Acquittal and Evidence

- **Collect evidence and acquit by 30 Apr 2026**, including photos showing the Designs and quality images or video.

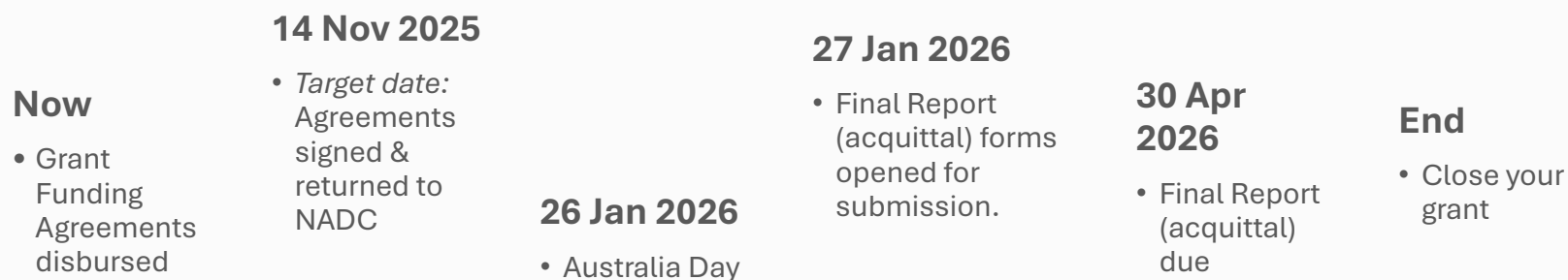
Funding and Variations

- **Use funds as agreed.** Unapproved uses may need to be returned. Contact us early if plans change.

Key Dates



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Variation Requests

- If plans change before the event, log in to your application on the SmartyGrants portal, open your application, and attach a **Variation Request form**. If you cannot find the form, email the grants team at grants@australiaday.org.au
- **Approval is required** for any adjustments to the original plan.

Next Steps: Funding Agreement, Invoices and Payments



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What you need to do

- **Sign and upload your grant agreement to SmartyGrants.** Ensure all details, including banking information, are correct
- **Upload an invoice** for the grant payment with your agreement. Ensure that the invoice includes GST if your organization is registered for GST
- **Payment schedule**
 - **Base Grant** 80% on agreement execution. 20% after acquittal approval
 - **Base + Additional Grant** 80% on agreement execution. 20% after acquittal approval
 - **Alternate Grant** 100% on execution. Submit acquittal to close grant

Be sure to submit proof of active Public Liability Insurance (minimum \$10 million) before the event date, if not already done.

Planning your Event



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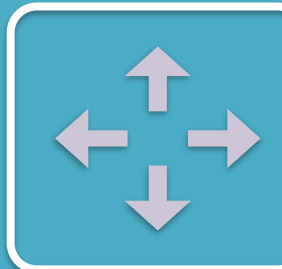
Inclusivity and Accessibility:

- **Accessibility Features:** Ensure your event is accessible and welcoming to everyone
- Consult the Australian Human Rights Commission guidelines by [IncludeAbility](#) on how to hold an accessible and inclusive event.



Respectful Engagement:

- Ensure **early engagement** with Aboriginal and Torres Strait Islander communities for any relative cultural elements
- Follow best practices for [respectful first nations engagement](#)



Prepare for Changes:

- **Backup Plans:** Plan alternative venues or virtual options for weather or logistical challenges
- **Variation Requests:** Inform us of any changes

Promoting your Event



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Social Media Promotion

Tag us in your posts

Facebook
[@CelebrateAustraliaDay](#)
Instagram
[@australiaday](#)
X
[@AustraliaDay](#)

Include the following
hashtags so we can
amplify your posts.

[#ReflectRespectCelebrate](#)
[#AustraliaDay](#)

Australia Day Event Calendar

Your event will be
listed on the
Australia Day
website to reach a
wider audience
looking for local
events.

Keep an eye out for
the [list of events](#) as
we update them in
the coming weeks.

Government Representatives & Australia Day Ambassadors

Consider inviting an
Australian
Government
Representative of
your local area.

Reach out to your
[state or territory
Australia Day Council](#)
to find out more
about requesting an
Ambassador visit.

Engage Local Media

Consider issuing a
media release to
spark interest in your
event.

[Use our Key
messages](#) to assist
you.

Branding your Event



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How to Use the Designs



Use the designs and logo everywhere.
([Brand guidelines](#) are on NADC website)



Equal prominence with any other logos



Visible placement: entrances, stage,
info points, public spaces



Use throughout the campaign: During
lead up and multiple events

Where to get Assets

Applicants are encouraged to support local businesses in the manufacturing and printing of any supplementary promotional items displaying the Australia Day Designs.

Assets can also be purchased online through the Australia Day Council of South Australia's [online store](#)

New for this round: NADC-Sponsored Collateral Starter Pack.

Branded Materials

Respect. Reflect. Celebrate



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Order before Christmas to help delivery in peak-season

Australia Day Council of SA - preferred supplier for over five years

Contact Ruby Liew - merchandise@adcsa.com.au or 08 8212 3999

Online store: <https://shop.australiadaysa.com.au/collections>



QR code to go to online store

Branded Materials

Respect. Reflect. Celebrate.



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Elevate and enhance your:

- Australia Day events
- Citizenship Ceremonies
- Awards Ceremonies
- With high quality & Australian made
- Approved branding



Order before Christmas to help delivery in peak-season

Visit our online store:

<https://shop.australiadaysa.com.au/collections>



ADCSA is a not-for-profit organization – we also deliver a program of activities that enhance belonging and leadership within our communities.

QR code to go to online store

Post-Event: *Final Report (acquittal)*



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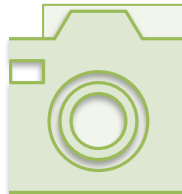
Final Report (acquittal) forms will be attached to your application record from **27th January 2025**



Be prepared to submit a **budget breakdown** illustrating your actual expenditure



Ensure that your **images are good quality** (designs visible, event scale). Showcase any funded items where possible.



Upload event photos featuring **Australia Day branding** and other event elements.



Highlight **accessibility features** and **inclusivity efforts**



Submit your final report by **30 April 2025**

Following successful acquittal, final 20% payment for Base and Base + Additional Grant Streams will be released. Alternate Grant Stream is required to submit an acquittal to close grant.

Closing Your Grant



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Final Steps-Checklist

- ✓ Submit your final report and acquittal documentation.
- ✓ Ensure any unspent funds are returned.
- ✓ Contact us at grants@australiaday.org.au to advise of any staffing changes and nominate a new account user if needed
- ✓ For extended leave, transfer outstanding tasks to a team member

***Your event may also be featured on the Australia Day Council website,
or in our Annual Australia Day Report, so stay tuned for possible
showcasing***



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Questions

grants@australiaday.org.au