

Youth Week 2027 Application

Form Preview

About the Grant Program

* indicates a required field

Instructions for Applicants

Before completion this application, please refer to the Youth Week 2027 - [Youth Week 2027 Program Guidelines](#); [Guiding Principles for Youth Grants](#); [Funding Information and Council Allocation Guide](#)

Please Note:

- Funding provided under this program is **one-off and for a fixed term**.
- **Unsubmitted applications will not be considered.**
- **Applications cannot be amended after the closing date.**
- **Submitted applications that do not provide all required information may be deemed ineligible.**
- Your organisation must be **a NSW local council operating under the *Local Government Act 1993***.
- All funded projects must be **delivered in NSW and completed by 17 April 2027**.
- Your organisation must hold or be willing to obtain **Public Liability Insurance of at least \$10 million per claim**.
- If successful, grant funding must be used in accordance with the terms and conditions of your executed **Grant Funding Agreement**.
- Successful applicants will be required to complete the relevant reporting requirements through SmartyGrants.
- Applications close at **4:00 pm on 6 November 2026**. Late applications will not be considered.

Support available:

If you need support or have any questions about the grant program, please contact the Grants Team at: grants@officeforyouth.nsw.gov.au

Application Number

This field is read only.

Grant Program Details

The Office for Youth, Department of Communities and Justice (DCJ) is pleased to invite all NSW Local Councils to participate in Youth Week 2027.

The NSW Government is investing up to \$500,000 (excl GST) for Youth Week activities and events to support the inclusion and participation of young people including identified priority youth cohorts, primarily aged 12 - 24 years.

The program requires Local Councils to engage directly with young people in the development and delivery of Youth Week activities and events. Councils must involve young people at every stage of the process – from identifying needs and ideas, to developing proposals, delivering projects, and conducting final reviews. This ensures Youth Week activities are responsive, inclusive, and genuinely youth led.

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Funding is available for delivery during Youth Week - 7 April to 17 April 2027.

Delivery outside of this period is not eligible for funding under this grant program.

Grant Program Name

This field is read only.

The program this submission is in.

Disclaimer

The Applicant acknowledges and agrees that:

- submission of this application does not guarantee funding will be granted for any project, and the Department expressly reserves its right to accept or reject this application at its discretion;
- it must bear the costs of preparing and submitting this application and the Department does not accept any liability for such costs, whether or not this application is ultimately accepted or rejected; and
- it has read the [Program Guidelines for Youth Week 2027](#) and has fully informed itself of the relevant program requirements.

Use of Information

By submitting this application form, the Applicant acknowledges and agrees that:

- if this project application is successful, the relevant details of the project will be made public, including details such as the names of the organisation (Applicant) and any partnering organisation (state government agency or non-government organisation), project title, project description, location, anticipated time for completion and amount awarded;
- the Department will use reasonable endeavours to ensure that any information received in or in respect of this application which is clearly marked 'Commercial-in-confidence' or 'Confidential' is treated as confidential, however, such documents will remain subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act); and
- in some circumstances the Department may release information contained in this application form and other relevant information in relation to this application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.

Privacy Notice

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By submitting this Application form, the Applicant acknowledges and agrees that:

- the Department is required to comply with the Privacy and Personal Information Protection Act 1998 (NSW) (the Privacy Act) and that any personal information (as defined by the Privacy Act) collected by the Department in relation to the program will be handled in accordance with the Privacy Act and its privacy policy (available at: <https://www.dpc.nsw.gov.au/privacy>);
- the information it provides to the Department in connection with this application will be collected and stored on a database and will only be used for the purposes for which it was collected (including, where necessary, being disclosed to other Government agencies in connection with the assessment of the merits of an application) or as otherwise permitted by the Privacy Act;
- it has taken steps to ensure that any person whose personal information (as defined by the Privacy Act) is included in this application has consented to the fact that the Department and other Government agencies may be supplied with that personal information, and has been made aware of the purposes for which it has been collected and may be used.

I confirm and acknowledge I understand the disclaimer, use of information and privacy notice. *

☐ Yes

Eligibility Confirmation

* indicates a required field

Eligibility Confirmation

Eligibility confirmation:

- NSW Local Councils operating under the *Local Government Act 1993* are eligible for funding under this program
- An eligible applicant must be able to enter into a grant funding agreement with Office for Youth, Department of Communities and Justice
- An eligible applicant must have an Australian bank account
- An eligible applicant must have an Australian Business Number (ABN)
- An eligible applicant must have appropriate insurance; this must include but is not limited to a minimum of \$10 million Public Liability Insurance
- An eligible project must address the NSW National Redress Scheme sanctions (included in the Program Guidelines).

Please declare this application meets the Program criteria:

- The applicant meets the listed eligibility criteria (eligibility confirmation above).
- This application has been prepared by and is being submitted by an eligible applicant.
- The applicant agrees to comply with the program's assessment criteria.
- The application is specific to a NSW Local Government Area.
- Youth Week activities / events will occur during Youth Week (7 - 17 April 2027).
- Young people will be involved in every stage of Youth Week from ideation, through to development, implementation and review (for more information refer to the [Youth Week 2027 Program Guidelines](#) and the [Guiding Principles for Youth Grants](#) .

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- The applicant (Local Council) will contribution match (dollar-for-dollar or equivalent in-kind) the base funding allocated.

I confirm and acknowledge I understand the eligibility and program criteria outlined above *

☐ Yes

Insurance

Grant recipients must maintain current and adequate insurance appropriate to the activities/ services funded under this grant to cover any liability of the grant recipient that might arise in connection with the performance of its obligations under a Grant Funding Agreement. This must include a minimum of \$10 million Public Liability Insurance or a willingness to purchase it.

Does the applicant organisation have at least \$10 million in public liability insurance, or is willing to obtain \$10 million in public liability insurance? *

- ☐ Yes
☐ No, but willing to obtain

Applicants are required to hold at least \$10 million public liability insurance in order to enter into a funding deed with the NSW Government. If you do not have insurance in place now you will be required to purchase insurance and provide a copy of the certificate of currency.

Evidence of Insurance

Please provide a certificate of currency that fulfils the following criteria:

- Currently valid
- Issued to, or confirms coverage for the applicant organisation
- Covers “Public Liability” for at least **\$10,000,000**

Please upload a current and valid copy of your Public Liability Insurance *

Attach a file:

HINT: PLI must be a minimum value of \$10,000,000

Please confirm that your organisation has not been publicly identified as declining to join the NSW National Redress Scheme OR failing to join the scheme at the expiry of six months after being notified to join the Scheme. *

- ☐ Yes, I confirm
☐ No, I cannot confirm (You may be deemed ineligible for this grant)

PLEASE NOTE: For more information on the NSW Government Redress Scheme Sanctions Policy, visit <https://arp.nsw.gov.au/c2021-13-nsw-government-redress-scheme-sanctions-policy/>

Not eligible

Based on the responses you have provided above you are not eligible to apply for this grant.

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If you have further queries, please email Grants Team at: grants@officeforyouth.nsw.gov.au

Applicant Organisation Details

* indicates a required field

Organisation Details

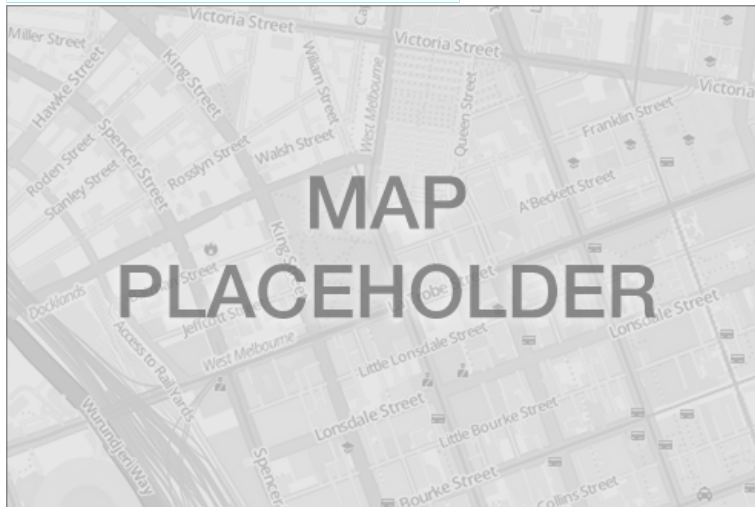
Organisation Name *

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.

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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.

Does the applicant 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.

Primary Contact Details

Primary Contact *

Title

First Name

Last Name

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

Primary Contact Position *

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

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Primary Contact Phone Number *

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

Primary Contact Other Phone Number

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

Primary Contact Email *

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

Applicant Bank Details

If your application is successful and you are registered for GST, you are NOT required to submit an invoice, as a Recipient Created Tax Invoice (RCTI) will be issued by the Department.

All successful applicants will receive a remittance advice.

Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.
Account name must match applicant entity name

Please provide a recent bank statement of the account you would use to receive the grant funding if you are successful. *

Attach a file:

You do not have to show transaction details, however, the statement must:

- Be for an account in the name of the applicant organisation
- Clearly show the BSB, account number and name of the account holder
- Be a statement on financial institution letterhead
- Not be an online transaction list

Finance Contact

Should your application be successful, this person may be contacted by our payments team to confirm payment of your grant.

Finance Contact *

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Title	First Name	Last Name

Primary Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

Authorised Signatories

- The Authorised Organisation Contact will receive formal correspondence from the Office for Youth and will be the organisation's **authorised delegated contact and sign the Grant Funding Agreement**.
- Grant Funding Agreements can only be signed by authorised officers of your organisation. This may be a member of the executive/committee as deemed under the Articles of Association or Constitution for a not-for-profit organisation, or the General Manager or delegated officer if you are a council.
- The Office for Youth will add your contact details to the Payment and Contracting system. **Please note that each email address must be unique and cannot be associated with more than one individual.**
- It is your responsibility to update the Office of any contact detail changes during the delivery of the project.

Note: More information on [DCJ authorised signatories](#) is available on our [website](#). The 2 authorised signatories have delegated authority to sign on behalf of the organisation and should be the General Manager / CEO, CFO or authorised role as per the instrument of delegation for your Council. It is your responsibility to update the Office for Youth, DCJ of any changes to contact details during the delivery of the project.

Applicant First Authorised Signatory *

Title	First Name	Last Name

First Authorised Signatory Position *

First Authorised Signatory Phone Number *

Must be an Australian phone number.

First Authorised Signatory Email *

Must be an email address.

Must be a unique and individual email address to the person not the organisation. Please do not include a generic or mailbox address.

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Second Authorised Signatory / Witness *

Title	First Name	Last Name

Second Authorised Signatory Position *

Second Authorised Signatory Phone Number *

Must be an Australian phone number.

Second Authorised Signatory Email *

Must be an email address.

Must be a unique and individual email address to the person not the organisation. Please do not include a generic or mailbox address.

Project 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 *

Must be a date and between 7/4/2027 and 17/4/2027.

A delivery date outside of the Youth Week 2027 is not eligible.

Anticipated end date *

Must be a date and between 7/4/2027 and 17/4/2027.

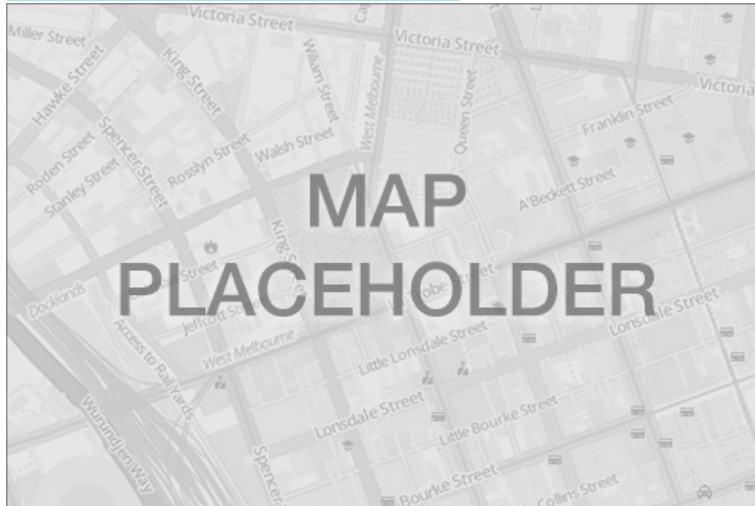
A delivery date outside of the Youth Week 2027 is not eligible.

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Primary location of your initiative

Address



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Primary location - address details preferred with sufficient specification to identify the LGA.

Other locations for your initiative - please list below

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Multiple locations sites (within eligible LGA)

Target Group

The Youth Week Grant Program is designed for all young people primarily aged **12 to 24 years**, who are navigating the transition from childhood to adulthood and from dependence to independence. This target group includes young people who may face different needs and challenges in accessing recreational and social activities within their communities.

Some young people experience greater barriers to participation, including financial, geographic or social barriers. Applicants are encouraged to design activities that are inclusive of all young people, including supporting identified priority cohorts, listed below and informed by the Office for Youth [Space to Speak](#) research.

Priority Youth Cohorts include -

- Aboriginal and Torres Strait Islander young people
- Culturally and Linguistically Diverse young people
- Young people with a disability, LGBTIQA+ young people
- Rural and regional young people
- Young women and girls
- Young people experiencing poverty

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- Young people with adverse childhood experiences (including youth justice, out of home care, caring responsibilities).

Youth Priorities for Youth Week

Which of the following themes will your proposed Youth Week activities or events address? Please select all that apply or provide other priorities identified by young people as relevant to their local communities.

Youth priorities for youth Week *

- ☐ Community inclusion and participation
- ☐ Cultural identity and connection
- ☐ Learning opportunities on important topics
- ☐ Opportunities to generate change and help others
- ☐ Other youth identified priority relevant to local community

Select any that apply

What priority has been identified and how has this priority been identified by young people. *

Other youth identified priority has been selected above, please provide further information

Activities and Events

- Please detail the activities and events expected to be completed as a result of the funding.
- Add one activity per row.
- Please stipulate one location for each activity.

If you have one activity taking place in multiple locations, please list each location as a separate activity (e.g. Breakfast Club #1; Breakfast Club #2, with a specific location attached to each).

Activity Description (Provide detail)	Activity Location (Provide detail)	Expected start date	Expected end date	Participant cohort primarily targeted by the activity	Participant age group primarily targeted by the activity	Total number of participants (From all age groups for this activity)
Describe and provide detail. Add rows '+' to list additional activities. Must be no more than 25 words.	Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia	Must be a date and between 7/4/2027 and 17/4/2027.	Must be a date and between 7/4/2027 and 17/4/2027.	Which youth cohort is this activity primarily targeting?	What age group is the activity primarily targeting?	Must be a number.

Activity Description (Provide detail)	Activity Location (Provide detail)	Expected start date	Expected end date	Participant cohort primarily targeted by the activity	Participant age group primarily targeted by the activity	Total number of participants (From all age groups for this activity)
Describe and provide detail. Add rows '+' to list additional activities. Must be no more than 25 words.	Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia	Must be a date and between 7/4/2027 and 17/4/2027.	Must be a date and between 7/4/2027 and 17/4/2027.	Which youth cohort is this activity primarily targeting?	What age group is the activity primarily targeting?	Must be a number.

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				Other: 	Other: 	
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Total number of participants *

This number/amount is calculated.

Total number of activities / events to be delivered *

Must be a number.

Landowners Consent

Do you require Landowner's Consent in order to conduct the activities listed above? *

☐ Yes ☐ No

Please provide evidence of landowner consent or support

Attach a file:

Please attach a supporting document of consent to access the site and conduct activities at the stated location

Merit Assessment Criteria

* indicates a required field

By confirming the criteria, Council commits to deliver Youth Week activities and events in partnership with young people.

Please confirm your project proposal meets ALL the following criteria.

Criteria 1 - The applicant commits to young people having meaningful input at every stage of Youth Week, the program of activities/events will be youth-led and youth-driven. *

☐ Yes

Examples of activities or strategies Council will implement to partner with young people to reach this objective can be provided below

Criteria 2 - The applicant commits to improving young people's access to and inclusion in community activities such as sport and recreation, cultural and other activities. *

☐ Yes

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Examples of activities or strategies Council will implement to overcome barriers that may prevent participation can be provided below

Criteria 3 - The applicant will provide young people with knowledge and skills to strengthen their ability to participate in their local community and support future social and economic participation obligations *

☐ Yes

Examples of activities or strategies Council will implement to support young people in acquiring and expanding their knowledge and skills can be provided below

Criteria 4 - The applicant will recognise the contributions made by young people during the development and implementation of Youth Week activities/events. *

☐ Yes

Examples of activities or strategies Council will implement to recognise the contributions young people make can be provided below

Criteria 5 - The applicant as part of the Completion Reporting process will clearly demonstrate the participation of young people throughout all stages of development and delivery. The applicant will provide the information and data requested by the Department. *

☐ Yes

Information and a link will be provided at a later date.

Acknowledgment

Council acknowledges that to be eligible to self-nominate for a Youth Week Award, it must promote at least one Youth Week activity through the Youth Week Events webpage. (tick box) *

☐ YES

For Youth Week Awards this year, The Office of Youth will be continuing the approach established in 2026, where the Awards is separate from the Youth Week Grants acquittal process. You will receive further communications with a link to self-nominate from the Office for Youth in April 2027.

Project Budget

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* indicates a required field

Funding Request

Please see [Funding Information and Council Allocation Guide](#) - for guidance on calculating component A & B eligibility

Component A. Youth Week

Base funding allocation (ex GST) - Column E

Component B. Youth Week

Rural and remote subsidy, to eligible Local Councils only (ex GST) - Column F

Total base funding amount requested (ex GST) *

\$

Must be a dollar amount.

Up to the expressed limit of component A (column E - Base funding)

Is your Council eligible for the rural and remote subsidy? *

- ☐ Yes
☐ No

Please confirm eligibility by referring to Youth Week 2026 Funding Allocation linked above

Total rural and remote subsidy amount requested (ex GST) *

\$

Must be a dollar amount and no more than 850.

Up to the expressed limit of component B (Column F - Rural/remote subsidy) - Enter \$0.00 if not eligible

Total Amount Requested

*

\$

This number/amount is calculated.

Representing the total financial support requested under the grant

Council Contributions

Please refer to Funding Allocations and matching contributions (section 3.5) of the [Youth Week 2027 Program Guidelines](#)

Councils must match (dollar-for-dollar in cash or equivalent in-kind contribution) the base funding allocation (component A above) provided by the Youth Week Program.

Local Councils that are also allocated the rural and remote subsidy (component B), DO NOT have to match the subsidy component (B) of the funding provided by the Department.

The base funding component only (component A) MUST be matched dollar-for-dollar or in equivalent in-kind contribution.

Cash or in-kind contribution from Council *

\$

Must be a dollar amount.

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'Cash match' or equivalent in-kind contribution from Council

Anticipated program budget

This number/amount is calculated.

Total represents grant amount requested (Component A + B) + Council cash match or in-kind contribution to Component A

Grant Funding Exclusions

Councils must use the grant funds, including any interest earned, for the purposes of the grant.

Funding cannot be used for the items or activities including:

- any activity of a commercial nature that is for profit
- interstate or overseas travel, scholarships and/or conference attendance
- case-management or counselling services for young people
- business as usual costs or general operating expenses such as rent, own facility hire, insurance, electricity, water, rates or the running of other programs within Local Council
- costs that are not directly associated with the implementation or delivery of Youth Week
- capital works (e.g. establishing or refurbishing a youth centre/space)
- large equipment purchases (e.g. vehicles and laptops)
- existing projects/programs
- arrangements or commitments which are not compatible or are inconsistent with the objectives of Youth Week
- projects that deliver outcomes under the school curriculum. Youth Week activities / events that intend on using school grounds or school facilities, cannot be run as part of the school curriculum or other areas of school responsibility
- projects/programs/activities or events that have already been implemented at the time of application, after application or prior to contracting. Funding cannot be used to reimburse retrospective project delivery
- religious festivals, rituals, events or promotions (except multi-faith events which involve young people from more than one religion).
- Office for Youth manage both Youth Week and Holiday Break and any requests for funding for the same activity across both the programs may render the application ineligible.
- Permanent salaries/wages (costs for temporary tutors/instructors for your program or activity can be included)
- Programs or activities that encourage gambling such as bingo, or the consumption of alcohol

Please confirm that you will not spend grant funding on the above excluded items. *

☐ Yes

Project Delivery Costs

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- Please include all expenditure items that you are seeking to fund under the grant. **Inclusive of base funding, council match and Rural and Remote Subsidy if applicable.**
- Note, these items must be eligible under the grant according to the guidelines.

All costs must be reasonable, necessary, and directly linked to delivering the project.

Expenditure	Expenditure amount (ex. GST)	Cost Description	Upload supporting document - (Quote or estimate calculation)
	\$		
	Must be a dollar amount.		

Proposed Expenditure to Funding Calculator

Total Funding Amount Requested	Council Match ('cash match' or equivalent in-kind contribution)	Total Grant Funded Expenses	Anticipated Program Budget minus Total Anticipated Expenditure
This number/amount is calculated. Inclusive of base funding and any applicable rural and remote subsidy	This number/amount is calculated. Must match the Base funding amount Requested	This number/amount is calculated. This total should match or be greater than the anticipated program budget noted above	This number/amount is calculated. To have an equal budget to expenditure the number below must equal "0"

Declaration and Authorisation

* indicates a required field

Declaration

Below you are asked for the details of the person who can provide 'Authorisation' of your application. This may not necessarily be the SmartyGrants user or the person who has filled in this form. It should be a position holder authorised on behalf of your organisation to make application for funding.

The authorised signatory agrees to the following statements:

- I certify that the information in this application is true and correct.
- I declare that I have the appropriate authority to submit this application on behalf of my organisation.
- I acknowledge that this is one-off grant funding.
- I confirm our Organisation will acknowledge NSW Government funding in events/activities and any promotional material.
- I agree that if successful, details about the outcomes may be used by NSW Department of Communities and Justice for informative and evaluation purposes.

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***Please tick the 'check box' below if you agree to these statements**

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.

Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

How did you find the online application process? *

☐ Very easy

☐ Easy

☐ Neutral

☐ Difficult

☐ Very difficult

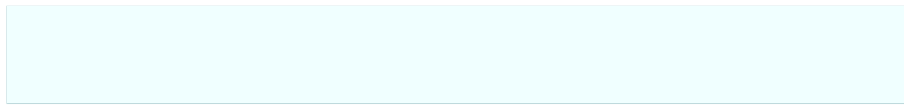
How many minutes in total did it take you to complete this application? *

Estimate in minutes i.e. 1 hour 60

Were there any parts of the application process that were difficult to navigate or unclear? *

What additional information or guidance would have made the application process easier? *

Do you have any suggestions to improve the application form or process? *



Submission

- **Once you have submitted your application, no further editing or uploading of support materials is possible.**

You will not be able to submit your application until all the compulsory questions are completed. If you are having trouble submitting your application, please ensure you have complied with word count limits, dates, minimum/maximum dollar amounts, address conventions etc before trying to submit your application again.

When you submit your application, you will receive an automated confirmation email with a copy of your submitted application attached. This will be sent to the email you supplied under Organisation's Details.

If you do not receive a confirmation of submission email then your application has **NOT** been submitted. Please email Grant Team at grants@officeforyouth.nsw.gov.au please quote your Application ID in all correspondence.

GMS-SGO/2025 v2.0