CLARE & GILBERT VALLEYS COUNCIL

CGVC Events Support Program 2026/27

Guidelines for applicants

1. About the program

Clare & Gilbert Valleys Council (CGVC) is pleased to open applications to support the delivery of events within the Clare & Gilbert Valleys Council region. The program provides strategic funding to events that deliver economic and social benefits to the community and attract visitors to the region. It is an outcome of Council's Events – Financial Support Policy, and funding is allocated through a competitive grant process.

Questions?

Contact Heidi Hodge, Manager Community Services, on hhodge@cgvc.sa.gov.au or 8842 6400.

2. Event types and funding

Event type	New Event	Regional Event
Funding	Seed funding of up to $2,500	Between $5,000 and $15,000
Requirements	Events not previously held in the Council area. They must be new, have potential and contain innovative elements. Future years need to apply through the annual program.	Demonstrated capacity to achieve major economic impact for the Council region, and one or more of: over 800 event attendees; over 500 bed nights; or a substantial regional, state, national or international profile.

Council will fund no more than 50% of the total cost of an event. If your event does not meet the Regional Event criteria, it may still be considered if you clearly explain how it meets the program principles (section 7).

Hallmark Events (over $15,000) are decided by Council outside this program, and must show significant economic impact and over 1,000 attendees, over 800 bed nights, or a substantial national or international profile.

3. Key dates

Activity	Timeframe
Applications close	9 am (Adelaide time), Monday 30 November 2026
Assessment and Council decision	December 2026
Applicants notified	Late December 2026
Event held	Before 30 June 2027

4. How to apply

Option	How	
1. App (easiest)	Scan the QR code or open the Events Support Program app. It checks your eligibility, explains the assessment, then takes you through the application. You can save and come back.	
2. Online form	Linked from Council's Events Support Program web page.	
3. Printable PDF	Download it from the same web page or email admin@cgvc.sa.gov.au for a copy. Return it by email with the subject "26-27 Events Support Program – [event title]", or deliver it to 4 Gleeson Street, Clare.	

Have your bank details and any supporting documents (such as quotes or letters of support) ready. If another organisation is auspicing your application, you will also need its signatory's details.

5. Who can apply

To be eligible you must:

- be an Australian incorporated organisation or individual, or be auspiced by an organisation that meets these criteria
- have an Australian Business Number (ABN), if applicable to your organisation
- host the event in the Clare & Gilbert Valleys Council area
- apply for only one event in this funding round

Not eligible: organisations outside Australia; markets; and long-running events, unless the event is doing something substantially different, new and innovative that will draw a substantial increase in visitors.

6. What the grant can pay for

Grant funds may be used for artist fees, travel within Australia, promotional materials, and venue and equipment hire. Alcohol is not eligible.

7. How applications are assessed

Council first checks each application against the eligibility criteria, and only eligible applications are assessed. Officers then report to Council with recommendations. Council is the final decision maker and may adopt, amend or reject them.

Events seeking support must:

- align with the region's tourism strategies, and Council's strategic and economic development plans
- increase visitor expenditure across the whole Council region
- generate media coverage within the state, nationally and internationally
- be financially viable, with a sustainable management model

Rather than addressing each plan one by one, tell Council in your own words how your event will benefit the region: the visitors and bed nights it will attract, what visitors might spend, and its lasting impact. These plans may help:

- CGVC Cultural Tourism Strategy
- CGVC Strategic Plan 2026–2030: Our Valleys, Our Vision
- CGVC Economic Development Plan 2023–2027
- Clare Valley Destination Management Plan 2026–2030
- South Australian Tourism Plan 2030
- South Australian Arts and Cultural Tourism Strategy

8. Other approvals your event may need

These are separate from this grant, and are the event organiser's responsibility.

If your event has…	What you need to do
Road closures or traffic management	Complete the CGVC Event Application Form and submit it to admin@cgvc.sa.gov.au. Allow plenty of time.
Banner poles	For the Clare Main Street banner poles, contact infrastructure@cgvc.sa.gov.au or 8842 6400.
Food or catering	Comply with Food Safety Standard 3.2.2A. Submit the Event Organiser Temporary Food Event Form and stall holders' Temporary Food Permits to development@cgvc.sa.gov.au. See Food Safety Management Tools.
Liquor	You may need a short term liquor licence from Consumer and Business Services (www.cbs.sa.gov.au, 131 882). Apply early.
Fireworks	Must be provided and operated by a SafeWork SA licensed pyrotechnician.
Insurance	A Public Liability Certificate of Currency of at least $20 million, supplied to Council if you are successful. Others involved in your event need appropriate cover too.

9. If your application is successful

Council will notify you by email and list successful grants on its website. You must sign the grant agreement within 2 weeks of receiving it, before any payment is made.

Invoice for 50% of the grant up front, and for the final 50% after your event once Council's acquittal is complete. The grant is GST exclusive, so do not add GST to invoices. The grant amount is final, and you must meet any extra costs.

Acknowledge Council's support in your marketing and use the Council logo, which Council will supply. Submit your acquittal report within 30 days after the event, using Council's template: participant contributions, a financial acquittal, and evidence such as photographs, visitor numbers, social media engagement and media coverage.