

Teddy Sheean VC Memorial Grants Program 2026-27 - Application Form

Form Preview

About the Edward 'Teddy' Sheean VC Memorial Grant Program

Edward “Teddy” Sheean VC was an ordinary seaman serving on HMAS *Armidale* whose death during a Japanese aerial attack on his ship has become a well-known episode in Australian Second World War lore. Many consider that Sheean’s actions deserved the Victoria Cross, an award for which he was not recommended at the time, although he was Mentioned in Dispatches.

Teddy was subsequently honoured for his heroism and was invested with the Victoria Cross for Australia on 1 December 2020. He is the first member of the Royal Australian Navy to be awarded a VC, the 101st ADF member overall and the 15th Tasmanian.

This continues Tasmania’s proud history of VC winners and maintains the State’s status of having the most VC recipients per-capita of any Australian State or Territory.

Teddy is also honored in a well-known painting at the Australian War Memorial and has a Collins Class submarine named after him – the only vessel in the Royal Australian Navy to be named after an ordinary seaman.

About the 2026-27 Grant Program

Under the Tasmanian Government’s [2030 Strong Plan](#), the Teddy Sheean VC Memorial Grants Program 2026-27 (the Program) aims to:

- - assist Tasmanian ex-service organisations and clubs undertaking minor capital works or purchasing equipment
 - contribute to veterans' welfare by delivering initiatives that support wellbeing and strengthen community connection
 - contribute to community organisations constructing, maintaining, or repairing war memorials, helping Tasmanians to continue honouring veterans through attendance at Anzac Day and other commemorative services.

The total funding pool for this Program is up to \$100,000. All amounts listed are GST exclusive

- **Category 1:** grants of up to \$20,000 are available for minor capital works and/or refurbishment.
- **Category 2:** grants of up to \$10,000 are available for equipment purchases.
- **Category 3:** grants of up to \$10,000 are available for welfare initiatives.
- **Category 4:** grants of up to \$20,000 are available for the construction, maintenance and repair of war memorials.

Applicants must indicate on their application whether they will accept partial funding.

Eligible organisations may apply once*, under multiple categories to a combined maximum of \$30,000.*If an eligible applicant applies and also auspices[1] another organisation(s) for this Program, then the auspicee applies under their legal name and the application must include formal written confirmation from the auspicing organisation that it will accept the relevant administration, legal and financial responsibilities for the grant.

The project must be completed, and the grant money expended within 12 months.

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[1] Auspicing is when an eligible organisation (the auspisor) helps unincorporated organisations (the auspicee) fund their activities. An auspice agreement is a legally binding contract, where the auspisor enters into the Grant Agreement/Deed and receives the project funding.

If you have any questions about this program, please contact veterans@dpac.tas.gov.au or call us on 1300 13 55 13.

Confirming our organisation's eligibility

* indicates a required field

I confirm, as an authorised office holder of the organisation, that:

- I have read and understand the Program [Guidelines](#)

if applying under categories 1, 2 or 3, the organisation is:

- an incorporated Not-for Profit organisation (or auspiced by an incorporated organisation), or
- a Tasmanian Commercial RSL Club.

If applying as a Tasmanian Commercial RSL Club, I acknowledge that:

- Grant funds can only be used to support veterans directly. Grand funds cannot be used to pay for salaries or other expenses.
- Applications from RSL clubs that are commercial enterprises will be viewed more favourably if the club either:
 - contributes part of the project's financial cost;
 - contributes other support such as volunteer labour; or
 - organises funding or support from another external source.
- When assessing the contribution from those clubs, the income derived from commercial enterprises and the current assets will be considered.

If applying under category 4, I confirm that the organisation is:

- An incorporated Not-for-Profit organisation (or auspiced by an incorporated organisation), or
- a local council, or
- a school.

The following conditions also apply:

- Ex-service clubs and organisations not directly associated with an RSL sub-branch or an ex-service organisation must demonstrate evidence of organisational commitment to the ex-serving community - for example, a copy of the constitution; and
- These organisations must demonstrate that they are responsible for the maintenance of the memorial, and do not have a dedicated source of funding to undertake repairs.

Higher priority will be given to organisations that demonstrate support (such as a letter of support) for the project from an RSL or ex-service organisation.

NOTES:

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Eligible organisations who are successfully awarded a grant are required to hold and maintain appropriate public liability insurance. Applicants are required to provide a copy of the organisation's public liability insurance as part of this application.

*Organisations with overdue reporting or acquittal obligations under a current DPAC grant are **ineligible** for this round until those obligations have been completed. If an organisation resolves its outstanding reporting obligations while the program is still open, it may apply.*

If the program is over-subscribed, some applicants may be offered less than the amount requested (partial funding).

Organisations must indicate if they will accept partial funding. If you indicate that partial funding is not acceptable, the department may be unable to offer funding if the full amount requested is not available.

Confirming our project eligibility

I confirm, as an authorised representative of the organisation, that projects funded by this program:

- **involving construction or refurbishment (Category 1 or 4)** will:
 - comply with [Work Health and Safety legislation](#) and all other relevant legislation; and
 - not commence unless all necessary licenses, permits and approvals have been obtained.
- **purchasing equipment (Category 2)** will:
 - purchase items new: or
 - ensure that appropriate safety checks are conducted on used equipment before it is put to use.
- **delivering well-being services (Category 3)** will:
 - prioritise access for veterans;
 - be safe for [vulnerable people](#); and, where practicable,
 - be inclusive and accessible for anyone attending – including Aboriginal people, culturally and linguistically diverse communities, and [people with disabilities](#).
- will include the appropriate Public Liability insurance (all Categories).

Declaration by applicant

I confirm all statements above are true and correct. *

☐ Yes ☐ No

By selecting YES you are agreeing that all the statements above are true and correct. You must agree to these terms for your application to be valid.

Personal Information Agreements

Privacy and Information Management Notices

- The department will manage all personal information in accordance with the [Personal Information Protection Act 2004](#).
- You may request access to your information by contacting the department.

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- Information provided to the department may be subject to the [Right to Information Act 2009](#).
- Your organisation will be consulted as part of that process where it relates to information you provided.
- Your application and any supporting documents will be retained and managed under the [Archives Act 1983](#).

By submitting this application form, you:

- are agreeing to allow Department of Premier and Cabinet to share your information for the purposes of assessing your grant application,
- acknowledge that some information in relation to this grant such as the recipient's name, funding purpose, amount, location and any other details the department may consider appropriate will be made public as part of a fair and transparent process when disbursing public funds and
- acknowledge that your application and supporting documents will be retained and managed as outlined above.

Application Checklist

Completing your application

- Read the Program [Guidelines](#) to help you prepare your application.
- Use the [Help Guide for Applicants](#) and [Applicant Frequently Asked Questions](#) (FAQs)
- When you log into SmartyGrants, you are on a timed session. This timer is 20 minutes. **Please save regularly (at least every 10-15 minutes) to make sure you don't lose your progress.**
- **This program closes at 2 pm, 16 October 2026.** Late applications will not be accepted.
- If you have any difficulties with your application, contact us before the closing date.
- During the assessment process, we may ask for further information to support or clarify an application. This information must be provided within **3 business days**. If you can't meet this timeframe, the application may be assessed as unsuccessful.

Contact veterans@dpac.tas.gov.au or **1300 13 55 13**. We're here to help.

APPLICATION CHECKLIST

- **Check** if you have any outstanding DPAC grant acquittals and action those. Your organisation will be **ineligible** for this round until these are resolved.
- **Prepare** your [documents](#) for online submission:
 - Public Liability Insurance Certificate of Currency
 - Quotes to support budget line items (preferably from Tasmanian suppliers) and
 - Other supporting documents.
- **Nominate** an authorised office holder in your organisation to make your online submissions and the accompanying binding declarations.

*It is important that this person is available throughout the assessment process as the department may seek additional information to support or clarify your application. If that information cannot be provided within **3 business days**, your application may be deemed incomplete and not assessed.*

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- **Find out** how many people your project will benefit (refer to Guidelines for intended beneficiaries).
- **Track** how long it takes you to do the application - we will ask this at the end of the form.

Our primary and alternate contact details

* indicates a required field

About SmartyFile

[SmartyFile](#) is a secure online system that allows organisations to store key information, contacts and documents in one place. If you have a SmartyFile account, you may be able to use information stored there to pre-fill parts of this application, helping to reduce duplication and save time.

SmartyFile and SmartyGrants are both provided by Our Community to support applicants. Using SmartyFile is optional and is not required to apply for this grant.

Organisation Primary Contact Details

Primary Contact Person *

First Name

Last Name

This person should be an authorised Office Holder with your organisation and be available for contact throughout the assessment process. They will be our first point of contact in respect of this program.

Position Held in Organisation *

e.g. Manager, Board Member, Fundraising Coordinator

Primary Phone Number *

Must be an Australian phone number.

Primary Email Address *

Must be an email address.

This is the address we will use to correspond with you about this grant.

Alternative Contact *

First Name

Last Name

In addition to the applicant or primary contact.

Position *

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Phone Number - Alternative Contact *

Must be an Australian phone number.
In addition to the applicant or primary contact.

Email - Additional Contact *

Must be an email address.
generic organisation email preferred, ie info@organisation.org

About our organisation

* indicates a required field

Does your organisation have an ABN? *

☐ Yes ☐ No

Our organisation DOES have an Australian Business Number (ABN)

* indicates a required field

Enter your organisation's 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.

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About our organisation

* indicates a required field

Organisation Details

Identifying information for your organisation.

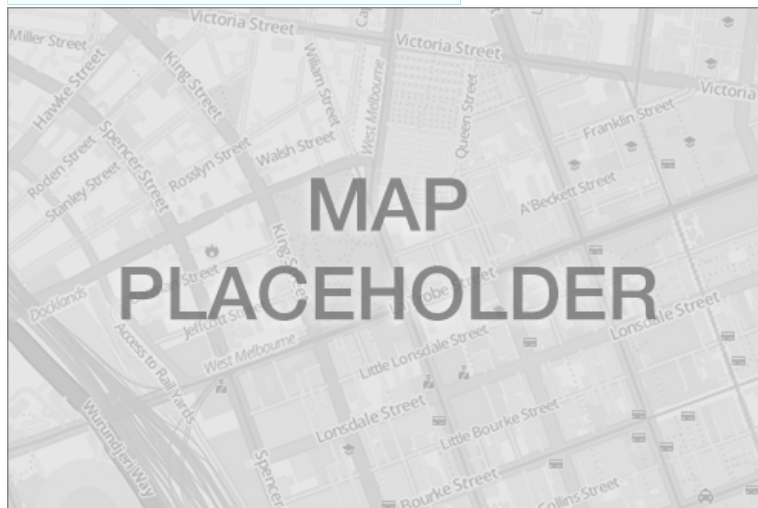
Organisation Name *

Organisation Name

Please use your organisation's full legal name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Organisation Primary Address *

Address



Select "can't find your address" to manually enter your Primary Address

Are you a recipient of a current DPAC grant? *

☐ Yes ☐ No

Will you have an auspice agreement as part of your application? *

☐ Yes
☐ No

We WILL have an auspice agreement

* indicates a required field

Auspice agreement

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Auspice agreements are often used to help unincorporated community organisations access funding for their activities. An auspice agreement is a legally binding contract. The 'auspicee' will be carrying out the project 'under the auspices of' the incorporated organisation - the 'auspicator'. The auspicator enters into the Grant Deed or Grant Agreement and receives the project funding for the auspicee.

Please provide a **letter of agreement from the Auspicator** and a **copy of their Public Liability Insurance** to confirm the arrangement between both parties to carry out this project.

Auspice Organisation Name *

Legal business name, not a trading name (unless they are the same).

Auspice Position

Auspicator Organisation Organisation Name

Auspice Primary Address Address

Auspice 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.

ABN

Entity Name

ABN Status

Entity Type

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

ACNC Registration

Tax Concessions

Main Business Location

Must be an ABN.

Auspice Primary Phone Number

Must be an Australian phone number.

Auspice Primary Email

Must be an email address.

Letter of Agreement *

Attach a file:

25 MB limit

Our organisation does NOT have an ABN

* indicates a required field

Statement by Supplier

As you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application.

Download the form from [the ATO](#).

If you cannot meet either the ABN or Statement by Supplier Form requirements, contact us at grants@dpac.tas.gov.au to talk about your options to be considered an eligible applicant.

Please upload completed Statement of Supplier Form: *

Attach a file:

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Our organisation's bank details

* indicates a required field

Please provide a bank account for the organisation that you wish to receive the funds if your organisation is successful in the assessment process.

Please note that providing the organisation bank details does not automatically mean that your organisation will be successful in receiving the grant.

If you are being Auspiced, and they would be the organisation receiving the funds, please provide their bank details.

Applicant Primary Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

Our Public Liability Insurance

* indicates a required field

Your organisation must have current and appropriate Public Liability Insurance to cover the activities planned. Please provide a copy of this certificate of currency below.

If you are being Auspiced, you can attach a copy of their insurance certificate.

Upload files *

Attach a file:

up to 25 MB file limit

Reminder to Save Progress

When you log into SmartyGrants, you are on a timed session. This timer is 20 minutes.

While filling out a form, you can reset the timer with any of the following actions:

1. Selecting the **Save Progress** button (save and continue working on the form),
2. Selecting the **Save and Close** button (save and then close the form),
3. Selecting on either the **Previous Page** or **Next Page** button (navigate through the form, automatically saves your progress).

Please save regularly (at least every 10-15 minutes) to make sure you don't lose your progress.

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About Our Project

* indicates a required field

Project Title *

Provide a name for your project, event, activity or program, your title should be short but descriptive

Please provide a brief overview of your project, event or activity *

Word count:

Must be no more than 150 words.

In your response, please address these 3 sections: 1.Our project is to: [briefly describe what you will do] 2.The grant will contribute to: [purchase of goods/services, works, activity, program or function] 3.This will contribute to: [the intended benefit(s)/outcome(s) or change(s) that align with the Program's outcomes, benefits or changes]. EXAMPLE: Our project is to upgrade the community hall kitchen. The grant will contribute to the purchase of new kitchen equipment and associated installation works. This will contribute to a safer, more accessible and functional facility for community groups and local residents.

Dates

Anticipated Start Date *

Must be a date and no earlier than 11/11/2026.

Project End Date *

Must be a date and between 11/11/2026 and 31/12/2027.

Description

You may apply for funding in more than one category, but note that the maximum combined grant funding available to each organisation is \$30,000 (GST exclusive).

- **Category 1:** grants of up to \$20,000 are available for minor capital works and/or refurbishment.
- **Category 2:** grants of up to \$10,000 are available for equipment purchases.
- **Category 3:** grants of up to \$10,000 are available for welfare initiatives.
- **Category 4:** grants of up to \$20,000 are available for the construction, maintenance and repair of war memorials.

Which category or categories are you are applying for? *

☐ 1 ☐ 2 ☐ 3 ☐ 4

Select all that apply

Project Reach

*

☐ Statewide
☐ Break O'Day

☐ Derwent Valley
☐ Devonport City

☐ Huon Valley
☐ Kentish

☐ Northern Midlands
☐ Sorell

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- | | | | |
|--|---|--|--|
| ☐ Brighton | ☐ Dorset | ☐ King Island | ☐ Southern Midlands |
| ☐ Burnie City | ☐ Flinders | ☐ Kingborough | ☐ Tasman |
| ☐ Central Coast | ☐ George Town | ☐ Latrobe | ☐ Waratah-Wynyard |
| ☐ Central Highlands | ☐ Glamorgan-Spring Bay | ☐ Launceston City | ☐ West Coast |
| ☐ Circular Head | ☐ Glenorchy City | ☐ Meander Valley | ☐ West Tamar |
| ☐ Clarence City | ☐ Hobart City | | |

Assessment Criteria and Criterion 1 Response

* indicates a required field

Assessment Criteria

Please note that meeting all eligibility criteria does not guarantee approval for grant funding.

Applications from eligible organisations will be evaluated based on the level of detail and evidence provided against the following equally weighted criteria. The assessment will consider:

- 1.Demonstrated Need (25%)
- 2.Benefits for members and/or the local community (25%)
- 3.Capacity to implement the project (25%)
- 4.Value for money (25%)

Funding history of the applicant will not be scored as part of the assessment criteria but may be considered by the panel in its final deliberations if the program is oversubscribed.

Criterion 1- Demonstrated need

- Please provide details of the purpose for which you are seeking funds.
- If applying for Capital Works or Refurbishment, please include photos of the infrastructure to be repaired/maintained.

Criterion 1 response: *

Word count:

Must be no more than 1000 words.
check if word/character limit applies.

Optional - Supporting Document C1

Attach a file:

25 MB per file upload limit

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Criterion 2 - Benefits for members and/or the local community

* indicates a required field

In your response, please include:

- how many people are expected to benefit from the outcomes of the project
- how members, veterans and/or the local community will benefit from the outcomes of the project
- how long the benefits are anticipated to last
- what the pre and post-delivery comparison/measurements are.

Criterion 2 response: *

Word count:

Must be no more than 1000 words.

check if word/character limit required.

Optional - Supporting Document C2

Attach a file:

Criterion 3 - Capacity to implement the project

* indicates a required field

- Please summarise your project plan, noting timelines and any required resources/skills.
- Please outline any approvals that will be needed for the project, anticipate timelines for gaining approval, and how they will be managed.

Please note - if successful, we may require proof of building/other approvals and permissions from landowners prior to releasing grant funds.

Criterion 3 response: *

Word count:

Must be no more than 1000 words.

Optional - Supporting Document C3

Attach a file:

Criterion 4 - Value for money (part 1 of 2)

* indicates a required field

Please outline your project budget in the table below, you can add as many lines as you need by clicking the **'Add More'** button.

Please refer to the Program [Guidelines](#) for ineligible items.

If you believe you have a special case for costs that aren't usually covered, please upload additional information to explain why you are including these costs as part of your application.

If you have quotes that match the amount requested, please upload them.

Quotes from Tasmanian suppliers are encouraged.

Goods and Service Tax (GST)

- To help with understanding GST for your application, visit the Community Grants [GST Fact Sheet](#)
- If you **ARE** registered for GST
 - Please put the GST-exclusive amount on each line.
- If you **ARE NOT** registered for GST
 - You can add a separate line at the end that accounts for all GST costs, so it's clear what the full GST amount is, and whether that GST will be fully or partially requested from the grant.
 - Check if receiving the grant would make your organisation reach or exceed the GST threshold (see ATO contact below)

Applicants should contact the Australian Taxation Office (ATO) on 13 28 66 or www.ato.gov.au for any advice or clarification on GST.

Expenditure line item	Line item cost (GST exclusive)	Amount requested from the grant (GST exclusive)	Quotes / Evidence of cost amount
-----------------------	--------------------------------	---	----------------------------------

What you're spending money on	The total cost of that item excluding the GST amount. You can round up to the next dollar. Must be a dollar amount.	How much of that cost you want the grant to go to.You can round up to the next dollar. Must be a dollar amount.	

Budget Totals

Total Project Expenditure *

This number/amount is calculated.

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Total Amount Requested *

Must be a whole dollar amount (no cents) and no more than 30000.
(check if validation required) What is the total financial support you are requesting in this application?

Supporting Documentation

Attach a file:

25 MB per file upload limit

Are you applying for more than one category? *

☐ Yes ☐ No

Could your project, activity or event go ahead with partial funding? *

☐ Yes ☐ No ☐ Not Applicable

We ARE applying under multiple categories

Please include in each box below, the GST exclusive amount you are applying for under each category.

For example:

- category 1 total (GST exclusive) - \$12,345
- category 3 total (GST exclusive) - \$5,200

You may add another row if applying for all 4 categories.

Partial Funding Details

Minimum Amount Required *

Must be a dollar amount and no more than 2499.

How would being provided the partially funded amount affect the project, activity or event? *

Criterion 4 - Value for money (part 2 of 2)

* indicates a required field

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Please include in your response:

- how your budget will be applied to project activities
- how sustainability has been considered.

If you are applying under multiple categories, please outline each category separately.

Criterion 4: *

Word count:

Must be no more than 1000 words.

Optional - Supporting Document C4

Attach a file:

Supporting Documentation

Other Supporting Documentation - General

Please provide any other supporting documentation you feel might support your application

Attach a file:

25MB limit

Certification and Feedback

* indicates a required field

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☐ Yes

☐ No

Name of Authorised Person *

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

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Position *

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

Contact Phone Number *

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

Must be an email address.

Date *

Must be a date.

Applicant Feedback

This is the last step before submitting your application.

Before you review, save and click the **SUBMIT** button please take a few moments to provide some feedback..

Please indicate how you found the online application process: *

☐ Very Easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very Difficult

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

Must be a number.

Estimate in minutes i.e. 1 hour = 60

How could we make the application process/form better?

Ineligible Application

Your application is ineligible

Your response to the 'Confirmation of Eligibility' question indicates that you are not eligible to apply for this grant.

Should you wish to discuss the eligibility for this program please **contact Veterans on 1300 13 55 13.**

Please note that you may SUBMIT this application form however, unless you are able to confirm your eligibility on page 1 of this application form, your application will be deemed ineligible and will not be considered for funding.

Thank you for taking the time to review and consider this program.

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Application Ineligible - Confirmation is Required

Your application is ineligible

Your response of 'No' to the 'Certification' of your application question indicates that you are not eligible to apply for this grant and you are declaring that the information provided in the application is not true and correct, and/or you are not accepting the terms and conditions of the grant program.

Please note that you may SUBMIT this application form however, unless you select 'Yes' to the application 'Confirmation' question, your application will be deemed ineligible and will not be considered for funding.

Should you wish to discuss your application please **contact veterans at veterans@dpac.tas.gov.au or 1300 13 55 13.**

Thank you for taking the time to review and consider this program.