

Business Events Incentive Program



Overview

The Business Events Incentive Program supports high quality multi-day business events which take place in Devonport.

Funding is available to the value of \$10,000 to organisations delivering events which provide a direct economic benefit to the Devonport community.

Examples of business events could include Conference, workshops, seminars and exhibitions.

Eligibility

- Location - The event must wholly take place within the Devonport municipality.
- Venue - The majority of the event must be held in Council owned venues, including: paranaple convention centre, paranaple arts centre or Market Square Pavilion
- Competition - Must be able to provide evidence that multiple locations were considered for the event.
- Must hold a valid ABN and current public liability coverage to apply.
- Events accessing Devonport City Council Community Rates can apply.

Ineligible Events

- Organisations who receive funding from the Business Events Incentive Program cannot reapply for 24 months.
- Organisations who already have a contracted event booking.
- From government departments or agencies of government departments.
- From organisations that have an outstanding debt to City of Devonport or that have failed to comply with the terms and conditions of any previous funding agreement.
- Canvassing or lobbying of Councillors, Council Employees or the Financial Assistance working group in relation to funding will deem your application ineligible.

Essential Criteria

Economic (30%) - The applicant can demonstrate/predict direct benefit in the region by attendees and visitors in relation to the event's expenditure.

Tourism (30%) - The applicant can demonstrate the visitor potential, to the extent that the event will increase the awareness of Devonport as a visitor location.

Media and Marketing (20%) - The applicant can demonstrate the potential to raise the profile and appeal of Devonport through media and marketing materials, and recognise Devonport City Council and the paranple convention centre as major event partner

Social (10%) - The applicant can demonstrate social benefits or the potential of social benefits, relevant to the scale of their event, positively impacting the local community.

Environment and Sustainability (10%) - The applicant can demonstrate a positive approach to environmental impacts and can implement measures to minimise environmental impacts brought about by their event.

Funding

Funds are paid after the event, upon completion of Post Event Outcome & Acquittal Form.

Minimum Number of delegates required is 80 pax.

Maximum funding is capped at \$10,000 for a single event.

The boarder for intrastate events is 100km from Devonport City Centre.

Delegate numbers included in the total must be attending event in-person.

FUNDING PER DELEGATE	Intrastate* 2 Days / 1 Night \$50
	Interstate or International 2 Days / 1 Night \$75 3 Days / 2 Nights \$100 4 Days / 3 Nights \$125

* Based outside a 100km radius from Devonport

Funds can be used for the following –

- Offset the costs associated with the venue, staffing and internal equipment hire
- Offset the cost of catering
- Entertainment
- Appearance fees and travel costs

Funds may not be used for the following –

- Insurance and legal costs
- capital or equipment purchases
- Employment costs
- Administration expenses

Post Event Outcome & Acquittal Form

Recipients must submit an online acquittal report within 14 days of their event and supply a Tax Invoice to receive the funding.

Payment terms are 30 days from the date of invoice, subject to the receipt of a signed completed acquittal form demonstrating minimum delegate numbers and criteria met.

City of Devonport will not be responsible for shortfalls in projected delegate numbers.

We request event organisers gather delegate data on our behalf using your feedback system. Example questions include: Did you extend your stay beyond the conference? Did any family members accompany you?

How to Apply

Applications for funding must be completed online using [this form](#).

Applications must address the eligibility, essential criteria, answer all questions.

Allow 4 weeks for application assessment.

Applications are accepted up to 24 months ahead of the event.

Support for applicants

If you would like more information about the Business Events Incentive Program please contact our team: functions@devonport.tas.gov.au or call 03 6420 2950.

