

# **Tasmanian Men's Shed Capital Investment Grants Program 2025-26 Guidelines**

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# Acknowledgement of Aboriginal people and Country

In recognition of the deep history and culture of this Island, we acknowledge and pay our respects to all Tasmanian Aboriginal people, the past and present Custodians of the Land upon which we meet and gather.

## Definitions

### Tasmanian Men's Shed Association

The Tasmanian Men's Shed Association (TMSA) is the Peak Body for Men's Sheds in Tasmania.

TMSA's vision is to provide access to Sheds for all members to share, collaborate and engage with each other, for each other, and the community.

TMSA exists to represent and support the development of Sheds and their members across Tasmania, and to facilitate communication between Tasmanian Sheds.

### What are capital works?

The Australian Tax Office defines capital works as building a property, structural improvements, alterations and extensions to a property.

Examples of capital works include:

- Building and construction costs.
- Alterations to a building.
- Major renovations to a room.
- Substantial renovations to a property.
- Adding a fence.
- Building extensions such as garages and patios.
- Adding structural improvements such as a driveway or retaining wall.

## Key Dates

Below is a table for the critical dates of the Grants Program:

Description	Date
Program opens	10.00am, 19 December 2025
Program closes	10.00am, 19 February 2026
Notification of Program Outcomes (subject to change)	April 2026
Funding disbursed	June 2026
Projects are expected to be completed by	December 2027

## About the Tasmanian Men's Shed Capital Investment Grants Program 2025-26

Through the 2024-25 State Budget, the Tasmanian Government provided \$1 million for the Tasmanian Men's Sheds Capital Investment Grants Program.

The Grants Program delivered in 2024-25 was undersubscribed, enabling a further round of the Grants Program to be delivered in 2025-26.

The Grants Program is designed to increase capacity and sustainability of Men's Sheds for the benefit of Shed members and the broader communities in which they operate.

The Grants Program will fund capital investment for permanent or fixed upgrades. Sheds can apply to upgrade, renovate, construct, outright purchase, or permanently improve the physical locations that house Men's Sheds across Tasmania.

Tools and equipment are **not** eligible under this Grants Program.

The Grants Program will provide a funding pool of \$476,000 in 2025-26.

Sheds can apply for funding of up to \$476,000 but are strongly encouraged to consider partial funding options.

The intent of the Grants Program having no minimum or maximum funding cap is to ensure that:

- All grant funding can be expended on Tasmanian Men's Sheds.
- The Grants Program can support as many Men's Sheds as possible.

The Grants Program will be considering partial funding to Sheds where appropriate.

Applicants are asked to detail options for partial funding within their application (see below for more information). If the Grant Program is oversubscribed or if the panel

determines it necessary, partial funding options will form a key part of the decision-making process.

Applicants are strongly encouraged to contact Wendy Kennedy, TMSA Executive Officer prior to submitting an application, for feedback and advice to assist in providing the strongest case for funding.

**Wendy Kennedy** can be contacted by phone on 0438 100 446 or by email at [tmsaxo@gmail.com](mailto:tmsaxo@gmail.com).

If you have any questions about this Grants Program, please email [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au) or phone 1800 204 224.

Please note:

- Tools, equipment and machinery are **not** eligible under this Grants Program.
- The TMSA Grants Program 2025-26 is also open for application.
- This is a separate program that provides funding for men's health and wellbeing initiatives, equipment and training or education.
- For more information on the TMSA Grants Program 2025-26, please visit the [Community Grants Page](#).

Men's Sheds can apply for both the TMSA Grants Program 2025-26 and the Tasmanian Men's Shed Capital Investment Grants Program 2025-26.

## What can the grant be used for?

Grants are available to support:

- The construction of new Sheds where the remaining required funds have been secured;
- Capital works to current shed premises including infrastructure upgrades, renovations, construction, or building improvements; and
- The outright (freehold) purchase of Men's Sheds where the remaining required funds have been secured.

Funded projects must commence no later than three (3) months after receipt of funding. Grant funding is to be expended by 31 December 2026 and Final Reports provided to the Department of Premier and Cabinet (DPAC) by 31 January 2027.

## What can't the grant be used for?

By making an application for the Grants Program, you agree that the grant will not be used for:

- All fees, drafting, engineering and legal costs associated with the design of the proposed work unless specified by the Assessment Panel.
- Operational expenses including:
  - Local Government approvals and/or permits.
  - Design fees.

- Consumables.
- Energy, water, and sewerage.
- Rates and taxes.
- Insurance.
- Fuel, registration, licensing, or ongoing running/maintenance costs.
- Advertising materials.
- Communications.
- Wages.

## Further information required

If you require further information, please contact DPAC before the Grant Program closes at [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au) or call 1800 240 224.

## How much can I apply for?

Eligible applicants can apply for funding up to \$476,000, however, are strongly encouraged to ensure they consider partial funding (outlined below) as the grants will be assessed to ensure a variety of Sheds can receive a level funding.

The total funding pool available under the Grants Program is \$476,000.

## Partial Funding

If the Grants Program is oversubscribed, or if the panel determined it necessary, some applicants may receive partial funding.

Please clearly outline how each part of the requested funding will be used and whether your project can proceed with partial funding.

If your application requests a large funding amount from the available funding pool, you should strongly consider providing options that include reduced funding (if the project allows).

In the application, you must provide how the project can proceed without full funding including consideration of:

- Other funding sources.
- Staged delivery plans.
- Priority of key project elements.

Applicants that do not provide options for partial funding may be disadvantaged during the assessment process or may find they miss out on funding all together. Therefore, it is recommended applicants spend time considering this aspect.

# Who can apply?

## Eligible applicants

The 2025-26 Grants Program is open to Tasmanian Men's Sheds that:

- Have public liability insurance (a copy of the applicant's current public liability insurance cover must be attached to the application); AND
- Are an incorporated association/appropriate legal body for the purposes of entering into a contract; AND
- Are a current member of the TMSA; or
- Operate as a 'Men's Shed' in Tasmania that:
  - Has, as a major function, the provision of hands-on workshop activities aimed at men but not necessarily exclusive of other genders;
  - Is an Incorporated Association, or is auspiced by an Incorporated Association; and
  - Meets the values and vision of the TMSA in the following aspects:
    - Provide a safe, friendly, tolerant, and healing environment which assists in building confidence and personal development of individual members;
    - Advance the health and wellbeing of its members and encourage social inclusion;
    - Provide a benefit to individual members and the broader community; and
    - Have minimal joining fees.

DPAC may request documentation to support eligibility claims as part of the application or any subsequent audit processes.

# Who can't apply?

## Ineligible applicants

The following entities are not eligible to apply for funding under the Program:

- Australian Government agencies.
- Tasmanian Government agencies.
- Schools or colleges (government or private).
- Tertiary institutions.
- For profit organisations and businesses.
- Political parties.
- Individuals and/or sole traders.

## I'm still not sure I can apply – what should I do?

You can contact DPAC before the Grant Program closes by email at [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au) or call 1800 240 224.

## How do I apply?

Visit DPAC's [Community Grants Page](#) and follow the link through to the online application form via our grants portal [SmartyGrants](#).

If you are having difficulty accessing the application form, or have any questions regarding the application process, please contact DPAC on 1800 204 224 or email [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au) prior to the Grants Program closing.

On submission of your application, you will receive a confirmation email with your application form in PDF format from SmartyGrants.

If you do not receive email confirmation of your application, please contact Community Grants on 1800 204 224.

## Taxation and financial impacts

Organisations must indicate whether they are registered for Goods and Services Tax (GST) in their grant application.

To help with understanding GST, you can visit the Community Grants [website](#).

If you do not have an Australian Business Number (ABN) you may be required to complete a 'Statement by a supplier' form. You can read about who is eligible to use and access the form through the [ATO website](#).

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

When providing quotations or invoices to the department, you are required to clearly show:

- the GST-exclusive amount.
- the GST amount.
- the GST-inclusive total.



# How will my application be assessed?

## Assessment Criteria

What we are looking for	What that means	Weighting
<b><i>Benefit to the Men's Shed</i></b>	The anticipated physical and mental health and wellbeing benefit of the project to the male members of the Men's Shed. This may include the Shed's capacity to undertake the project without grant funding.	20%
<b><i>Demonstrated need by the Men's Shed</i></b>	How the funding will contribute to the ongoing sustainability of the Shed and/or develop the Shed's capacity to: <ul style="list-style-type: none"> <li>• Be sustainable.</li> <li>• Provide a safe and supportive environment.</li> </ul> Demonstrate how Shed or community members have been involved in the planning and development of the project.	20%
<b><i>Benefit to the community</i></b>	How the project should be able to deliver a broader community benefit. Partnerships between organisations to deliver project outcomes are strongly encouraged.	20%
<b><i>Project management and risk management</i></b>	Project management - provide a project plan that includes timelines, required resources and skills, and who is responsible for ensuring the project is undertaken and acquitted.  Risk management planning - applicants must ensure they have identified any potential issues that could arise and how they will be managed.  All fees, drafting, engineering and legal costs associated with the design of the proposed work will not be funded through this Grants Program unless specified by the Assessment Panel.  Supporting information should include plans provided from an appropriately qualified professional (where applicable).	20%

What we are looking for	What that means	Weighting
<b>Value for money</b>	<p>Please provide <b>two current, itemised, formal quotations</b> for each of the items outlined in the budget that will be funded by the Grants Program (such as tools, equipment, or services). Where applicants are unable to gain two current quotations, one quotation may be accepted with accompanying reasoning, including how it delivers value for money.</p> <p>Applicants are encouraged to seek quotations from Tasmanian based businesses where possible.</p> <p>Photographs can also be attached to assist the panel to assess the application.</p> <p>Applications must demonstrate value for money by submitting a realistic budget where all sources of funding for the project must be included in the application.</p> <p>This includes funds received from other grants programs (such as the Tasmanian Community Fund) and any other in-kind support.</p> <p>If applicable, any discounts negotiated by the TMSA on behalf of members must be reflected in the submission budget.</p> <p>Applicants will be required to advise if there is a possibility of duplicate funding (e.g. if funding has been applied for the project from other grants programs).</p>	20%

***Please note*** that meeting all eligibility criteria does not automatically mean that grant funding will be provided to an applicant.

During the assessment process, DPAC, at its discretion, may require further information to support or clarify an application. The information should be provided within the set time frame provided, otherwise it may result in the application being unsuccessful.

To help ensure applicants present a strong application, Sheds are encouraged to contact the TMSA Executive Officer, Wendy Kennedy, prior to submitting an application. Contact can be made by phone on 0438 100 446 or by email at [tmsaxo@gmail.com](mailto:tmsaxo@gmail.com).

If the Grants Program is oversubscribed, the assessment panel ***may*** apply moderation to ensure equitable distribution of funds. In making final recommendations, the panel may consider:

- Distribution of funding across different regions of Tasmania.
- Value for money.
- Collaboration and in-kind support for the project including other funding sources.
- Previous DPAC grant funding history, to promote broad and fair access to funding.

## What happens if the application is successful?

If successful, you will receive a notification of the decision, so please ensure organisational contact details in SmartyGrants are current.

Please note, your organisation name, the title of your project and the amount of funding received will be available on the DPAC website.

Successful applicants will be required to ensure they meet all conditions of their Grant Deed. At a minimum, organisations will be required to submit a final acquittal at the completion of the grant term that demonstrates how the funding was used for its approved purpose.

## What happens if our organisation is offered less than what was requested?

Successful applicants may be offered partial funding. Please consider this when completing the application from and clearly identify how all funding being applied for will be used.

## What happens if our organisation already has a grant with DPAC?

You can have more than one grant with DPAC. However, if you have one or more overdue reports or acquittals, then you must complete these before your invoice for this program can be approved for payment.

Please note that you will not be eligible for the Grants Program if the purpose you are applying for already receives Tasmanian Government funding.

## How will the information provided by our organisation be used?

Your report can be used, reproduced, modified and adapted by DPAC.

Please make sure anything you provide complies with the Copyright Act 1968 (Cwlth) and the Personal Information Protection Act 2004.

## What if there are issue with our project?

Things don't always go to plan, so it's best to contact DPAC as early as possible to discuss options to vary your Grant Agreement.

## Reporting and Evaluation

Organisations receiving funding through the Grants Program must complete a Final Report. This report must include a full statement of expenditure and activities against the grant funds provided and the approved purpose of the grant.

Grants over \$50,000 will be required to meet additional reporting requirements.

## What if our application is not successful?

Organisations will receive an email advising of the decision, and who to contact if you would like to seek more information.

## How to make an appeal

You can ask for a review of the decision associated with their application if you have reason to believe that:

- The persons making the decision had a direct or indirect financial interest in the outcome of the application; and/or
- The preparation of the application was affected adversely by incorrect advice provided by DPAC; and/or
- The persons making the recommendations discriminated against the applicant on irrelevant grounds, such as cultural, religious or linguistic background, race, gender, marital status, sexual orientation, or disability.

To seek a review, organisations must write to the Manager, Community Grants and Programs by email to [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au). A request must be received within 28 days from the date that DPAC provides notification of the decision of the application.

## How will my information be kept safe?

Any information you provide to DPAC or receive from DPAC is managed under the conditions of the following Acts:

- *Archives Act 1983 (Tas)*
- *Personal Information Protection Act 2004*
- *Right to Information Act 2009*

Any employee of the Tasmanian State Service must also follow the rules of the State Service Principles, and the *State Service Act 2000*.

## Who do I contact about this Grants Program?

The Tasmanian Men's Shed Capital Investment Grants Program 2025-26 is administered by DPAC on behalf of the Crown in the Right of Tasmania.

Contact with DPAC for any of the following reasons can be directed via email to [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au) or by calling 1800 204 224 (normal business hours):

- Further information or advice on the Grants Program.
- Assistance in making an application.
- Further feedback on the decision of the application.
- Request a review of the decision.

Questions or support on using [SmartyGrants](#) or [SmartyFile](#) can be directed to [service@smartygrants.com.au](mailto:service@smartygrants.com.au) or +613 9320 6888 (8am – 6pm Monday – Friday).



Tasmanian  
Government

**Department of Premier and Cabinet**

**Phone:**  
1800 204 224

**Email:**  
[grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au)

**[www.dpac.tas.gov.au](http://www.dpac.tas.gov.au)**