Healthy Darwin Activity Provider Application - 2026-27 Wet Sesaon

Form Preview

Welcome!

* indicates a required field

Introduction

The Healthy Darwin program offers a range of subsidised group exercise sessions, workshops and short courses across Darwin to help our community live a healthy lifestyle. The program runs for two 6-month seasons each year.

Applications will be assessed each March for the upcoming Dry Season program (April to September) and September for the upcoming Wet Season program (October to March).

Applications are assessed against our eligibility criteria, the overall mix of activity applications received, program budget, and consideration of the community benefit that the activity will provide to residents.

Where possible, activities will make use of City of Darwin's community facilities and open spaces, and are subsidised by City of Darwin to ensure participants only pay a small fee.

Our Recreation Services team will notify you of your successful/unsuccessful application, co-ordinate the program, and assist with promotion materials.

As we have a limited budget for each season's program, not all applicants will be successful. Previous inclusion in the program does not guarantee future inclusion. Applications will be assessed on their merits, the overall balance of activities, and our budget.

Eligibility

This section of the application form (below) is designed to help you, and us, understand if you are eligible for inclusion in the Healthy Darwin program. It's crucial that you consider these questions before continuing with your application to ensure you do not waste your time applying for an unsuitable activity.

Before continuing, you should read the Healthy Darwin guidelines, benefits of inclusion (includes fee structure), and eligibility at Run A Healthy Darwin Activity.

Applications for the 2026-27 Wet Season program will close at 08:00am Monday 31 August 2026.

Acceptance of applications after the closing date *may* be considered if funding is still available, but late applications will be prioritised accordingly. You will need to contact the Recreation Services Officer to see if further applications can be accepted for consideration.

If you have any questions in regard to these eligibility criteria, please email healthydarwin@darwin.nt.gov.au.

Confirmation of Eligibility

I confirm that -

- I have read and understood the program guidelines and eligibility criteria

- the proposed activity will be held within the Darwin municipality
- I/we are incorporated, or auspiced by an incorporated organisation for the purposes of this application
- I/we* hold current appropriate qualifications, certificates and experience
- I/we* hold current First Aid and CPR certifications (or will acquire should this application be successful)
- I/we* hold public liability insurance (PLI) for an amount not less than $20,000,000 (or will acquire should this application be successful)
- I/we* hold current Working With Children (Ochre) Card if activity is open to unaccompanied minors (or will acquire should this application be successful)

*where more than one instructor may be delivering the sessions throughout the season, all must be covered by the organisation's PLI, and all must meet the qualifications criteria listed in the last two dot points or will undertake relevant training/certification and provide relevant documentation to Recreation Services Officer before delivering any Healthy Darwin sessions.

Click Yes to confirm: *
○ Yes
You must confirm that all statements above are true and correct.

Organisation Details

* indicates a required field

Name of organisation or sole trader/individual applying: *
Organisation Name

Please use your organisation's full 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.

Primary contact person *
First Name Last Name

This is the person we will correspond with about this program

Position held in organisation *

e.g. Manager, Board Member, Business Owner, Instructor

Primary contact person's email address *

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

Primary contact person's daytime phone number *

Must be an Australian phone number.

Applicant organisation's postal address
Address

Applicant organisation's website

Must be a URL

Is the organisation a First Nations business? (see note below) *
- ○ Yes
- ○ No

As part of City of Darwin's Innovate Reconciliation Action Plan, City of Darwin is committed to assisting to develop capacity-building opportunities with Aboriginal and Torres Strait Islander communities and businesses through collaboration and promotion.

Does the lead instructor/facilitator of the activity in this application identify as First Nations? *
- ○ Yes
- ○ No

Privacy Notice

City of Darwin pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

Please read through City of Darwin's Privacy Statement and click Yes below to confirm that you have read and understood, and agree to Council's handling of the information contained herein accordingly.

Click Yes to confirm: * ○ Yes

Proposed Activity and Venue

* indicates a required field

Proposed Activity Title: *

This will be used in all marketing and promotional materials

Activity Description

To be included in: *
- ○ Weekly Physical Activities Program (activity to be delivered every week through the Wet Season [October-March])
- ○ Healthy Lifestyle Workshop or Short Courses Program (can be a one-off session, multi-week block, recurring eg once a month, or other - give us your ideas)

Please provide a short summary of your activity. Be descriptive, but succinct - this information will be used to assess your application, as well as in the promotional material (flyers, online Event listings) that will be produced for distribution should you be successful. If proposing a Healthy Lifestyle Workshop or Short Course, please include any other potential costs (eg materials) that will need to be considered in our assessment and budget calculations *

Who is this activity for? Select as many as appropriate - ticking 'Everyone' implies ALL categories below are able to participate *

- ☐ Adults
- ☐ Men
- ☐ Women
- ☐ Seniors
- ☐ Parents & Children
- ☐ Children
- ☐ Young People [12-25 years old]
- ☐ People with a disability
- ☐ Everyone

At least 1 choice must be selected.

Are bookings required? *

- ○ Yes
- ○ No

What promotional / marketing actions will you undertake before and throughout the program to ensure the success of your activity? (see note below) *

City of Darwin's Recreation Services Officer will produce a flyer for each activity and overview flyers for the Weekly Physical Activities program and the Healthy Lifestyle Workshops & Short Courses program, which will be distributed through a range of online/social media and other display means. An Event for each activity will also be created on the Healthy Darwin Facebook page and on City of Darwin's website. Activity suppliers will be responsible for undertaking all other promotions/marketing of your sessions to boost attendance and awareness of the Healthy Darwin program throughout the community.

Is this activity already running, or are you proposing a new class?

*

- ○ Already running
- ○ New class

If already running, please advise when ie day of week and start & finish times eg. Mondays 5:30-6:15pm (note, Healthy Darwin sessions must be at least 45mins):

If new, do you have day(s) and start & finish times in mind? eg. Mondays 5:30-6:15pm (note, Healthy Darwin sessions must be at least 45mins)

Venue Details

Do you already have a venue arranged for this activity for the duration of the program? *
- ○ Yes
- ○ No

If yes, where:

Will you require venue hire subsidy for this venue? (see note below) *
- ○ No
- ○ Yes

This does not imply that 100% of the hire fee will be covered - depending on the venue hire fee, this may only be a partial subsidy and will be discussed with you should your application be deemed successful. Hire fees can be waived for most Council facilities eg parks, community rooms. Fees and charges cannot be waived at CoD pools (Casuarina, Nightcliff, Parap) as they are managed by an external contractor.

If no, do you have any locations in mind:

City of Darwin has a very limited number of indoor venues, which can be in high demand especially during the Wet Season, so if you know of anywhere else we'd love to hear about it.

Will you require venue hire subsidy for this venue? (see note below) *
- ☐ No
- ☐ Yes

This does not imply that 100% of the hire fee will be covered - depending on the venue hire fee, this may only be a partial subsidy and will be discussed with you should your application be deemed successful. Hire fees can be waived for most Council facilities eg parks, community rooms. Fees and charges cannot be waived at CoD pools (Casuarina, Nightcliff, Parap) as they are managed by an external contractor.

Supporting Documentation

* indicates a required field

Relevant Qualifications for staff who will be running the activity *
Attach a file:

Required for all instructors who may be delivering the sessions throughout the program. Use free-text box below if required.

First Aid Certificate
Attach a file:

Required for all instructors who may be delivering the sessions throughout the program. Use free-text box below if required.

Public Liability Insurance certificate
Attach a file:

This must be for an amount not less than $20,000,000. If you do not hold PLI (or not to the required amount), you do not need to purchase it until your activity has been successful in the application process.

Working With Children (Ochre) Card
Attach a file:

Required for all instructors who may be delivering the sessions throughout the program where unaccompanied minors may attend. If you do not hold a current Ochre Card, you do not need to apply for one until your activity has been included in the program.

New Creditor Request form
Attach a file:

Please complete and attach if you are not already a City of Darwin supplier, or if any of your details have changed since you last invoiced Council. You can download the form here.

Statement of Supplier
Attach a file:

To be completed along with the New Creditor Request form if you do not have an ABN. You can download the form here.

Any other information you would like to include to support this application:

Thank you

Thank you for your application for the 2026 Dry Season Healthy Darwin program.

Your application has been sent for assessment to the City of Darwin Recreation Services team.

Once assessments have been completed, all applicants will be notified of their inclusion in or omission from the program.Please contact the City of Darwin Recreation Services team if you have any questions or concerns.Phone: 08 8930 0300Email: healthydarwin@darwin.nt.gov.au

To stay up to date with Healthy Darwin, follow us on Facebook!