

# COMMUNITY GRANT GUIDELINES 2022-23

# Table of Contents

1. Preliminary	<i>Page 1</i>
2. Scope of Program	<i>Page 3</i>
3. Grants Program Management	<i>Page 5</i>
4. Cultural Grants	<i>Page 6</i>
5. Community Development Grants	<i>Page 7</i>
6. Community Grants Additional Information	<i>Page 8</i>

# 1. Preliminary

## Purpose

To support projects and initiatives that deliver direct benefit to the community of Strathfield.

## Strategic Framework

This grant program aligns with the themes of the Community Strategic Plan 2030 in relation to Connectivity, Community Wellbeing, Celebrating Culture and Place, Liveable Neighbourhoods, Responsible Leadership.

Information about this grant program and Community Strategic Plan 2030 can be found on the Council website [www.strathfield.nsw.gov.au](http://www.strathfield.nsw.gov.au)

## Priority

Outcomes of grant programs are to be aligned with the Council's Community Strategic Plan 2030. Funding is allocated to priority areas to meet identified community need. These priorities include;

- Aboriginal and Torres Strait Islander people
- People from culturally and linguistically diverse back grounds
- Children
- Youth
- Women
- People with disability
- Older people
- Families

All applications will be assessed on merit and other areas of need can be identified besides those listed as priority.

## Value for Money

Council seeks to meet the needs of the community and maximise outcomes for the local area. Projects are supported that represent good value for the level of funding requested and expected outcomes.

## Good Governance

Council commit to decision making in the public interest, and effective and efficient grant management processes.

## Transparency

Council will ensure that the grant process is fair. Applications will be assessed in accordance with the specified criteria listed in the Guidelines.

## 2. Scope of Program

### Funding Available

- \$1000 - \$5000 (excl. GST) for programs in 2022/23

### Grant Application

- Applications open on 1 June 2022
- Applications close on 31 July 2022

### Program Structure

This program has one round each year opening on 1 June for a period of 8 weeks

There are two streams in the community grants program

- Cultural (page 6)
- Community Development (page 7)

Each stream has specific funding priorities, assessment criteria and processes. Please refer to the relevant stream sections

You cannot submit the same project to both Council grant streams

### Eligibility

To be eligible for funding, applicants must:

- **Acquit any previous Council grants or sponsorships and have no outstanding debts owed to Council prior to 31 July 2022**
- Demonstrate the grant will be used for a purpose in the public interest primarily for the local community of Strathfield

Eligible applicants include:

- Not-for-profit organisations
- Social enterprises
- Unincorporated community groups when sponsored by a local not for profit
- Parents and Citizens or Parents and Friends Associations

If you are choosing a sponsor, we encourage you to choose one that is relevant to the sector and can support the implementation of the proposal.

Non-local artists and practitioners must demonstrate tangible benefits to the Strathfield community.

### **Ineligible applicants include:**

- Government organisations
- Political parties

### **General exclusions**

Council does not provide grants to;

- Projects or initiatives that do not directly benefit the Strathfield community.
- Projects or initiatives that are unlawful or of unconscionable purpose
- Events or activities that are primarily a marketing or promotional exercise for a for-profit organization
- Cover rental costs or recurrent expenditure for organisations or groups
- Cover ongoing staff or operational costs including consumables, petrol, stationary etc.
- Be used for the purpose of prize money, prizes or trophies

\*Council does not provide fee waivers or free use for in-house design, printing and distribution service, hall or reserve/field hire, street closures or cleansing and waste service for events.

These costs must be included in the application budget.

### **Submission Dates**

<b>1 June 2022, 9am</b>	Applications open
<b>31 July 2022, 5pm</b>	Applications close
<b>1 Aug – 30 Sept 2022</b>	Eligibility screening of applications Assessment by panels and report to Council Council approval of successful grants
<b>October 2022</b>	Notification to applicants Distribution of funding

**\*Projects can commence following the signing and returning of the funding agreement to Council. All projects must be implemented in the 22/23 financial year, unless otherwise agreed.**

**Acquittals must be sent to Council on completion of project or by 31 July 2023.**

### **3. Grants Program Management**

#### **How to apply**

Applications must be submitted by the due date – 31 July 2022.

Application forms will be available when grant round opens on Council webpage.

Scan completed application forms and email them to  
communityservices@strathfield.nsw.gov.au

**\*Hard copy applications will not be accepted**

**\*Applications submitted after the closing time will not be accepted**

**\*Applications NOT submitted to communityservices@strathfield.nsw.gov will NOT be accepted**

**\* Applicants who undertake canvassing or lobbying of Councilors or employees of Strathfield Council in relation to their application, will have their applications considered ineligible for funding**

#### **Application support**

For general enquiries please contact the Community Development Officer on 9748 9999 or email communityservices@strathfield.nsw.gov.au

#### **Useful questions to consider in your application:**

- Why are you proposing this project?
- What outcome(s) do you want to achieve?
- How does this project address one/multiple key priorities of Council?
- How does this project involve community members and build their capacity?
- How is the activity inclusive of people from diverse backgrounds?
- Does your organisation/group have the skills and capacity to deliver this program?

#### **Assessment Process**

All eligible applications will be assessed by an expert assessment panel for each grant stream.

Funding is limited and only applications that meet the assessment criteria to a high degree are likely to be recommended for funding. Partial funding may be recommended in some cases due to the limitations of funding and high standard of applications.

Applications that do not meet a quality standard in regard to project outcome and benefit to Strathfield community will not be considered suitable for funding.

## **Program Structure**

This program has one round each year and will open on 1 June 2022. There are two streams in the Community Grants program:

- Cultural – Arts and Events
- Community Development

## **4. Cultural Grants**

The Cultural grants stream supports the growth of art and creative activities in the Strathfield Local Government Area by funding a range of projects, programs and events that provide opportunities for individual artists, groups or organisations to connect with the community of Strathfield.

### **Objectives**

Council seeks to support projects and initiatives that will build arts and creative activities for the people of Strathfield through events, theatre, music, dance, art and writing by:

- Contributing to the growth of local arts and creativity through collaboration and partnerships
- Developing the skills of local creative professionals and art workers across all arts disciplines
- Increasing access and community participation in arts and creative events
- Bring significant benefit to the residents and rate payers of Strathfield in relation to cultural programs and activities

### **Assessment criteria**

1. Clear rationale for the project/initiative with key outcomes connected to one or more themes of the Community Strategic Plan 2030
2. Address at least one of the grant objectives
3. Demonstrated excellence and innovation in arts and creative events with a portfolio to support initiatives and outcomes
4. Enhance cultural opportunities and provide social and economic benefits to the Strathfield local government area
5. Capacity to deliver the project and evaluate outcomes
6. Realistic budget with all income and expenditure shown

## **Funding Criteria**

Applications to be made between \$1,000 and \$5,000.

\*Partial funding may be recommended in some cases due to limitation of funding and the number of high standard applications received.

## **5. Community Development Grants**

The Community Development grant stream supports community projects that focus on improving social outcomes and enhancing social inclusion and connection for the people of Strathfield.

### **Objectives**

Council seeks to support projects and initiatives that will build social inclusion and community resilience for the people of Strathfield. Community development projects may include initiatives for people from Aboriginal and Torres Strait backgrounds, diverse backgrounds, people who are aged and or disabled, children, youth and women or any identified/researched social issue in Strathfield by:

- Increasing community capacity through collaboration and partnerships among community groups, supports and services
- Facilitating inclusion and access to facilities, services and open spaces, particularly for people at risk of social isolation
- Increasing trust and understanding within the diverse demographic of Strathfield
- Increasing social cohesion, sense of belonging and connection to place
- Increasing volunteering and community participation
- Increasing access to activities promoting wellbeing, including physical and mental health
- Increasing access to social, educational, training and employment opportunities
- Increasing access to activities that support families

### **Assessment criteria**

1. Clear rationale for the project/initiative with key outcomes connected to one or more themes of the Community Strategic Plan 2030
2. Address at least one of the grant objectives
3. Demonstrated ability to deliver community projects in relation to identified need
4. Enhance opportunities, capacity and community participation and provide social and economic benefits to the Strathfield local government area
5. Capacity to deliver the project and evaluate outcomes
6. Realistic budget with all income and expenditure



## **Funding Criteria**

Applications to be made between \$1,000 and \$5,000.

\*Partial funding may be recommended in some cases due to limitation of funding and the number of high standard applications received.

## **6. Community Grants Additional Information**

The maximum funding available in both the Community Development Grant stream and the Cultural Grant stream is \$1,000 to \$5,000, based on assessed outcomes.

### **Supporting Documentation**

- Quotes for equipment, goods or services valued over \$2000
- A copy of public liability insurance or quote for public liability insurance which would cover the proposed project to the value of \$10 million
- Working with Children checks in relation to all staff involved if the proposed project involves children
- A basic site plan for the project if relevant
- Letters of support from any community or local business partners if relevant
- Any other documents relevant to the proposed project
- CV/Bio for Cultural Grants
- Additional support material may include images, video or audio for Cultural Grants

### **Eligibility if not an incorporated organisation**

If a group or organisation is not incorporated, they can approach any legal entity that satisfies the eligibility requirements in the Guidelines to act as a sponsor for their application.