



## **Community Development Grant**

# **grants fact sheet**

# **MITCHAM**

<b>Description:</b>	<p>The Community Grants scheme enables Council to support the community by providing support in cash or in kind to assist with the delivery of community initiatives that support the health and wellbeing of the City of Mitcham Community.</p> <p>The policy does not apply to indirect support, where a monetary value cannot be valued or determined.</p>
<b>Annual Budget:</b>	\$50,000
<b>Individual Allocations:</b>	Maximum of \$2,500 per application (cash or in-kind)
<b>Funding Rounds:</b>	30 March and 30 September
<b>Decision Maker:</b>	Community Development Grants Committee
<b>Funding Categories</b>	<p>Applications must be submitted in one of the following funding categories:</p> <ul style="list-style-type: none"><li>• <b>Community Physical and / or Emotional Health and Wellbeing</b> – Activities that support communities to take care of their physical health and/or their emotional and mental health</li><li>• <b>Community Gardens or Garden Activities</b> – Gardening spaces or activities that are used to strengthen community connections and physical and emotional health and wellbeing around horticultural based activities</li><li>• <b>Community Art / Public Art</b> – Art activities that provide a basis for community building and physical and emotional wellbeing</li><li>• <b>Environmental Improvement</b> – Projects that will result in sustainable improvement of natural environments</li><li>• <b>Community Connections</b> – Projects or activities that support people to make connections within their community</li><li>• <b>Community Events</b> – Events that strengthen a sense of community, belonging and civic pride and encourage resident and business participation</li></ul>
<b>Eligibility Criteria:</b>	<p>Eligible individuals, groups and organisations must:</p> <ul style="list-style-type: none"><li>• Be a not-for-profit community organisation, as defined by the Australian Taxation Office; or</li><li>• Be incorporated or auspiced by an incorporated body</li><li>• In the case of an individual, be a resident in the City of Mitcham</li><li>• In the case of a group or an organisation, be located in the City of Mitcham, or be able to demonstrate that the activity for which they seek a grant provides a significant benefit to the City of Mitcham community</li><li>• Have satisfactorily acquitted previous grants from the City of Mitcham.</li></ul>

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- Ineligibility Criteria:** Individuals, groups or organisations that exhibit one or more of the following are ineligible to apply for funding:
- The grant will be used for regular maintenance or operational costs, or normal ongoing operational costs such as lease costs, existing and ongoing salaries, auditing, rent and other administrative expenses, fundraising or sponsorship, individual, commercial or political activities, training or education in government or private institutions, interstate or overseas travel, academic research or conference costs
  - Reimbursement for projects already completed or monies already spent
  - Funding of the same project more than once in a financial year or calendar year
  - Where there are outstanding acquittals from a previous Community Development Grant from the City of Mitcham
  - Services which are considered to be primarily the responsibility of the State or Federal Governments
  - Where responses are not provided to all questions on the application form
  - Where applications do not include supporting documentation where required.

- Essential Selection Criteria:** Applicants must first demonstrate that their proposed project, program or activity:
- Meets one of the funding categories; and
  - Meet at least one of the following mandatory selection criteria:
    - Builds and strengthens local networks and partnerships
    - Nurtures community leadership
    - Fosters community connections
    - Enhances physical health and/or emotional wellbeing
    - Supports learning and skill development.
    - Enhances cultural understanding

- Desired Selection Criteria:** Once applications have met the Eligibility Criteria and Essential Criteria, priority will be given to those that meet the following desired criteria:
- Support new or innovative approaches that respond to emerging trends and community needs
  - Target vulnerable groups within the community such as youth, people who are physically or mentally disadvantaged, aged, socially isolated, culturally diverse, or experiencing significant disadvantage
  - Demonstrate the capacity to contribute to the project through their own financial or in-kind resources
  - Does not duplicate an existing service or facility
  - Have clearly defined, specific objectives and measurable outcomes

**Assessment Process:**

- Applicants will receive a letter acknowledging receipt of their application within three weeks of the application being received.
- A nominated Council officer will assess applications against the Eligibility Criteria, Essential Criteria and Desired Selection Criteria and make preliminary recommendations
- All applications, together with the recommendations of the nominated Council officer, will be presented to the Community Development Grants Committee at a meeting held approximately four weeks following the closing date of the funding round.
- The members of the Community Development Grants Committee will review the applications and officer recommendations and make a decision on which applications will be approved and for what amount of funding.
- Applications will be approved depending on their level of compliance firstly with the Eligibility Criteria and Essential Criteria; and thereafter the Desired Selection Criteria; and also depending on the funds available, and the total number of applications received.
- Decisions regarding the allocation or non-allocation of funding made by the Community Development Grants Committee are considered final.
- The Committee reserves the right to part-fund an application.
- Subsequent to the final decision by the Committee, applicants will receive written notification about the success or otherwise of their grant application.
- Where the assessment of the Community Development Grants Committee results in a less than total allocation of budget, any surplus budget remaining may be reallocated based on the recommendations of the Community Development Grants Committee.

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