

# Community Grants Scheme

## Information and Guidelines

## 1 What are Community Grants?

The Community Grants Scheme (Scheme) is designed to encourage community partnerships and develop projects, facilities and activities that contribute to a vibrant Central Coast.

The Grants support activities under four categories:

- Capital Works
- Sustainable Communities
- Community Health and Wellbeing
- Recreation and Open Space

## 2 How are successful grants decided?

Grant applications are subject to a maximum funding amount of \$3,000. The applicant must provide 50% of the total project costs, either in funding or in kind.

All projects will need to demonstrate benefits to the wider community. Organisations will only be eligible for funding every second year to ensure equity for all community groups.

Applications will be assessed on how well they meet the following criteria:

- The activity must support activities under one or more of the four funding categories.
- Provide clear evidence or examples to support how the project will benefit the Central Coast community and/or the target audience.
- Collaborate with community groups and other organisations in the development and delivery of this project.

### **What will not be considered:**

- Applications that have not clearly identified how they will fund their contribution.
- Applications from individuals, businesses, for-profit organisations, state or federal government, and political organisations.
- Ongoing administration costs such as recurrent salary and operational costs.
- Donations or prizes.
- Activities that commenced before the grant is awarded.
- Duplication of successful local services, facilities, or programs.
- Organisations, projects, programs, or capital works that received funding in the previous grant round.

If an application is successful, the Council will make contact to outline the conditions of the grant.

If an application is unsuccessful or ineligible, applicants will be advised of the outcome.

### 3 Funding Categories

The Grants Scheme provides targeted funding in four categories to improve the quality of community life on the Central Coast.

#### *Capital Works and Equipment*

Projects that develop and manage sustainable infrastructure, facilities and resources or purchase equipment fall into this category.

#### *Sustainable Communities*

Projects that foster sustainable communities that meet the diverse needs of existing and future residents, that are sensitive to environmental resources/issues, and contribute to a more resilient municipality.

#### *Community Health and Wellbeing*

Projects that support and encourage access to physical and social resources that promote the health and wellbeing of the community across all ages, abilities, and cultural backgrounds, strengthen resilience and capacity, and foster inclusion, equity and social connection.

#### *Recreation and Open Space*

Projects that facilitate equitable access to a range of cultural, leisure, and recreational opportunities, help residents be healthy, active, and engaged, and improve the shared use of reserves, tracks, recreation facilities and open spaces.

### 4 Conditions of Grant

Payment of any grant is dependent on the applicant's acceptance of the formal conditions of the grant. The applicant must agree to undertake to:

- Enter into a funding agreement with the Council.
- Use the grant only for its nominated purpose unless the Council gives written approval for a variation.
- Obtain all appropriate permits, approvals, licences, insurances, indemnities, etc., relating to the project.
- Expend the funds within 12 months of being granted unless the Council has given written approval for an extension.
- Publicly acknowledge the Council grant and support through the use of the Council's logo, media statements, newsletters, event messaging, etc.
- Acquit the grant on an acquittal form by 31 May the following year.

Council reserves the right to request an audit of grant expenditure. Any unspent funds must be returned to the Council. Successful applicants who fail to comply with any of the above conditions may have their grant funding offer withdrawn.

## Child Safety

Everyone in the community has a responsibility to ensure the health, safety and wellbeing of children.

Under the law, clubs, associations, or cadet organisations that have a significant membership of, or involvement by, children must comply with the Child Wellbeing and Safety (Child Safe Standards Compliance and Enforcement) Amendment Act 2021 and [Reportable Conduct Scheme](#).

Grant recipients are required to comply with all relevant child safety legislation.

For plain language guides, fact sheets, videos and other child safety resources for your organisation, please visit the [Commission for Children and Young People](#)'s website.

## 5 Additional Information

### Who will assess the application?

The Manager Community Development will assess applications. If a perceived or actual conflict of interest exists, the assessment will be referred to the Director.

The project cannot begin until formal written notification that the application for funding has been approved.

Approval will be given within 30 days of applying.

### When do applications open?

Applications are open until 31 May each year, or until the funding is exhausted.

### Goods and Services Tax

All grant funding excludes GST.

## 6 How to apply

Applications must be submitted via Council's Smarty Grants portal.