

Nillumbik Community Fund

Application Guidelines 2020-21



What is the Nillumbik Community Fund?

The Nillumbik Shire Council's Community Fund will provide grant funding to not-for-profit community groups or organisations that live, work, study, volunteer or play in Nillumbik for community projects undertaken in 2020/21.

The Nillumbik Community Fund provides Council with the opportunity to support community projects that reflect and promote objectives from both the [Council Plan 2017-21](#) and our [Health and Wellbeing Plan 2017-21](#).

Council Plan 2017-21 objectives:

- Engaged, connected communities
- Active and creative people
- Safe and healthy environments
- A prosperous economy
- Responsible leadership

Health and Wellbeing Plan 2017-21 objectives:

- Healthy eating and sustainable food
- Active living
- Mental wellbeing
- Gender equality and respectful relationships
- Preventing harm from alcohol, other drugs and gambling
- Improving sexual and reproductive health
- Healthy ageing

Acknowledgement of traditional owners

Nillumbik Shire Council acknowledges the Wurundjeri Woi-wurrung people who are the Traditional Custodians of Land known today as Nillumbik. We pay respect to the Elders both past and present and extend that respect to other Indigenous Australians.

Grants Available

The Nillumbik Community Fund provides funding under the four following grants:

Quick Response Grant	Up to \$500
Community Support Grant (Community, Youth and Indigenous)	Up to \$3000
Arts and Cultural Development Grant	Up to \$5000
Community Event Grant	No set limit

There is no limit to the number of projects that may be submitted. However, grant priorities and equity will be carefully considered during the assessment process.

We encourage applicants to carefully consider which grant most suits their project. If you are unclear, or are applying for more than one grant type, please contact us to discuss the projects' eligibility via grants@nillumbik.vic.gov.au or 9433 3720.

Key Dates

Occurrence	Grant Name	Applications Open	Applications Close
Ongoing	Quick Response Grant	29 June 2020	18 April 2021, or when funds are expended
Bi-annual	Community Support Grant (Community, Youth and Indigenous)	29 June 2020 15 March 2021	31 July 2020 midday 18 April 2021
Annual	Arts and Cultural Development Grant	29 June 2020	31 July 2020 midday
Annual	Community Event Grant	29 June 2020	31 July 2020 midday



Quick Response Grant

Grants of up to \$500 from a grant pool of \$5,500 are available to support community groups and organisations with emerging or unexpected needs and opportunities.

Our Quick Response grant aims to fill a gap in funding for community groups requiring assistance outside the regular grant timelines.

Funding is available to assist with costs such as:

- Start-up and establishment costs
- Purchase or hire of materials and equipment
- Consultant, provider or artist fees
- Promotional materials such as brochures, newsletters, websites and signage
- Venue hire charges
- Insurances and other costs related to good governance
- Small community events and activities (less than 50 attendees)

Applications will be received until funds are expended.

Applicants can only receive one Quick Response Grant each financial year.

Before applying we highly recommend that you discuss your project idea with Community Partnerships via community@nillumbik.vic.gov.au or 9433 3186.



Community Support Grant (Community, Indigenous and Youth)

Grants of up to \$3000 from a grant pool of \$20,000 (twice per financial year) are available to enhance the social, cultural and environmental wellbeing of Nillumbik residents. These grants foster and strengthen community involvement and participation in community led initiatives.

The Community Support Grant aims to support local community groups to enhance and strengthen their own neighborhoods and townships across the three categories listed below:

- **Community** – community driven projects that will help build a welcoming neighborhood, promote a sense of belonging, create opportunities to connect and build social networks and support innovation, in response to genuine community needs.
- **Indigenous** – projects that will support local Aboriginal and Torres Strait Islander communities in cultural and social activities, promote community understanding of reconciliation, and educate the broader community about Aboriginal heritage and culture.
- **Youth** – projects that engage young people aged 10 to 25 with an aim to promote leadership opportunities, increase social connections and develop confidence, knowledge and skills.

Funding can be used for one-off costs such as:

- Purchase of materials and equipment
- Community programs and small events (under 100 attendees)
- Initiatives to activate public spaces to create unique, dynamic and inclusive local places
- Community safety initiatives
- Environmental initiatives
- Indigenous cultural activities
- Artist, consultant or provider fees
- Promotional materials such as brochures, newsletters, websites, and signage
- Venue hire charges (see our [website](#) for a list of venues and facilities for hire)
- Minor capital works (prior to application community groups will need to obtain written approval from the relevant landowner. If works are on council land contact 9433 3119 for preliminary advice)
- Incorporation costs

Before applying we highly recommend that you discuss your project idea with Community Partnerships via community@nillumbik.vic.gov.au or 9433 3186, or Youth Development via youth@nillumbik.vic.gov.au or 9433 3168.



Arts and Cultural Development Grant

Grants of up to \$5000 from a grant pool of \$20,000 are available.

Arts and culture can help shape our community. Arts and cultural activities enrich our lives, allow us to share our stories and explore what it means to be human. They aid our health and wellbeing, enhance knowledge and skills, build connections and bring joy. Through engagement with arts and culture, we can represent what is, has been and will be important in our Shire both as individuals and together as collectives.

Our Arts and Cultural Development grants aim to fund projects that support artists and local community groups to enhance and strengthen their own neighborhoods and townships through arts and cultural initiatives.

Priority will be given to new and innovative grant projects that provide opportunities for community to participate in active and creative lifestyles.

Applications will be assessed by Council's Arts and Cultural Development Grants Assessment Panel which will include representation from the Arts and Cultural Advisory Committee (ACAC).

Before applying we highly recommend that you discuss your project idea with Arts and Cultural Development via artsinfo@nillumbik.vic.gov.au or 9433 3175.



Community Event Grant

Grants can be applied for from a grant pool of \$85,000 and are available to assist with the delivery of events in Nillumbik.

Events play an important role and can provide social, economic and cultural benefits to the region and its communities.

The purpose of this grant is to assist event organisers in the facilitation and delivery of events across Nillumbik Shire by providing financial support to events that are fun, safe, sustainable, accessible and inclusive for all.

Applicants can apply for up to 60% of their total event budget.

The objectives of this grant are to support and encourage events that:

- Drive strong social impact for the community
- Bring tourism and economic benefit
- Demonstrate broad community connectivity and participation
- Contribute to the health and wellbeing of the community
- Provide options for accessibility and consider inclusion within the community
- Demonstrate environmental practices and initiatives
- Deliver successful, safe and compliant events

The Community Event Grant cannot be used to fund conferences, tradeshows, programs, lectures, workshops, or organisation open days.

Before applying we highly recommend that you discuss your project idea with Events via events@nillumbik.vic.gov.au or 9433 3276.



Eligibility

To be eligible for all Nillumbik Community Fund grant categories, applicants **MUST**:

- Be a not-for-profit incorporated organisation or an incorporated community group that lives, works, studies, volunteers or plays in Nillumbik
- Be [auspiced](#) by a not-for-profit incorporated organisation if applicants are unincorporated, an individual or a commercial business. Organisations can auspice multiple applications. You must ensure the auspice is aware of all of their responsibilities as an auspice.
- Hold a minimum of \$10 million public liability insurance
- Have satisfactorily acquitted all outstanding grants previously awarded by Nillumbik Shire Council
- Projects must be delivered and funds spent by 30 June 2021

Ineligibility

Applications will **NOT** be considered for:

- A project, event or activity that is not being held in the Nillumbik municipal boundary, or does not directly benefit Nillumbik residents
- Ongoing organisational operating costs such as wages or salaries
- Duplication of existing projects, programs, initiatives or products currently funded by Council. If you wish to leverage off an existing project, program, initiative or product you must identify the innovative element or point of difference/value add
- School curriculum based projects
- Projects that are solely for fundraising purposes, without broader community benefit
- Competitions with no community component
- Prize money and awards
- Projects or events with a political or religious purpose
- Any project that purely promotes a business
- Events that are fully ticketed with no free or heavily subsidized component
- Single membership-based initiatives that are not open to the public
- Alcohol or gambling related activities
- Projects that have received full funding from another source
- Retrospective funding or projects which are due to commence prior to the notification of the application outcome
- Applicants that are in debt to, or have any outstanding commitments with the Shire

Assessment Process

Applications will be determined after considering a range of criteria, which may include several or all of the following depending on the grant sought:

- The number of applications and level of funds sought
- Genuine community need and benefit
- Opportunities for skill development within the community
- How and why the support being requested will positively impact the local community
- Predicted level of community support
- Level to which the project will be accessible and inclusive of all people, regardless of background or ability
- Demonstration of sound project planning and financial management
- Duration and timing of project
- Project sustainability
- Environmental benefits and impacts
- Key priorities of Council
- The project is driven by, or inclusive of, Indigenous people in its design
- Tourism and economic benefit to Nillumbik

Applicants will be notified of their outcome 2 September 2020.

Not all applications that meet the criteria may be successful as the grants are highly competitive.

Approval will be dependent on the number of applications, program priorities and geographical equity.

Applications may also be awarded less than the funding amount requested.

Funding Conditions

Successful applicants must agree to:

- Keep Council informed of any changes to the proposed funded activity, which will require an approved variation request
- Join Council to celebrate their success at the Nillumbik Community Fund grant virtual celebration, on Monday 7 September (a minimum of one Committee Member to attend)
- Submit an acquittal and evaluation to Council within two months of the funded activity's completion
- Return the full or remaining amount of the grant to Council if the funded activity is cancelled
- Return the remaining amount of the grant to Council if the funded activity is less than budgeted
- Liaise with Council's Marketing Team, regarding their promotional material and use of the appropriate Nillumbik Shire Council logo
- Adhere to all current Victorian Coronavirus restrictions during the delivery of your project
- Obtain all relevant project and event related permits, approvals, and licenses and must be received by the relevant authorities prior to commencement

Grant recipients are also required to acknowledge the support provided by the Nillumbik Shire Council in the following ways:

- Inclusion in their organisation's promotional material such as, but not limited to media releases, brochures, flyers, advertising, newsletters and digital media
- At events and activities by way of signage, public announcements, opportunity for speech and or presentation and participation at the event
- Inclusion in any relevant publications e.g. annual report

Acquittal and Evaluation Requirements

It is a condition of accepting a grant that successful applicants submit an online acquittal and evaluation within two months of the completion of each funded project.

This information enables Council to evaluate the achievements of funded activities, monitor the effectiveness of the Nillumbik Community Fund and ensure that we are meeting the needs of grant recipients and the community.

How to Apply

Please read the guidelines thoroughly before applying.

Applications are to be lodged online at nillumbik.smartygrants.com.au

Respond to the criteria and provide any required documentation applicable.

All applicants are required to provide:

- A Public Liability Insurance Certificate
- An ABN number or [Statement by a Supplier](#) form
- If auspiced you must also provide a letter of support from the auspicing organisation
- If applying for an Indigenous Community Support grant you must also include a letter of support from the Wurundjeri Woi-wurrung people or demonstrate your willingness to do so which will then become a condition of the grant

For more information please contact Grants via grants@nillumbik.vic.gov.au or 9433 3720.