



Community Grants Program Guidelines

2021/2022



Burwood
Inc.1874

Introduction

Burwood Council makes funds available under its annual Community Grants Program to community organisations and groups within the Burwood Local Government Area (LGA), or those working with the local community, to support the delivery of services and programs that build an inclusive, vibrant and sustainable Burwood. Funded projects should deliver social, cultural, recreational and/or environmental benefits to the local community.

The Community Grants Program assists Council to achieve strategic objectives outlined in the *Community Strategic Plan – Burwood2030*.

Community Grants Program objective

To encourage the development and implementation of collaborative community-based programs, projects and events that address identified social, cultural, recreational and environmental community needs and provide benefits to the residents of the Burwood LGA.

Eligibility criteria

In order to be eligible for funding, applicants must:

- Be a legally registered, incorporated not-for-profit organisation (or group). Unincorporated groups may be sponsored (auspiced) by an incorporated not-for-profit organisation.
- Have a current registered Australian Business Number (ABN).
- Be currently located or delivering services/projects in the Burwood Local Government Area.
- Be able to provide proof of public liability insurance (minimum of \$10 million cover).
- Be able to demonstrate they have acquitted any previous grants from Council.

Selection criteria

- Applications must be for a specific project that addresses the Community Grants Program Objective and an identified funding priority.
- Applications must be aligned with at least one of the key strategic goals of Council's *Community Strategic Plan – Burwood2030*. Please refer to the summary on page two. The full plan is available online at <https://www.burwood.nsw.gov.au/Our-Council/Burwood2030>.
- Projects must be well defined with a clear budget.
- Applications, whether submitted online, via email or by post, must be completed in full and be received by Council by the closing date – late applications will not be considered.
- Projects must not duplicate existing programs or services.
- Projects must provide a clear benefit to the local community. Residents of the Burwood LGA must be the primary beneficiaries of the project.
- Grants are designed to provide funding for one-off projects and there will be no commitment from Council for ongoing funding for the same project.



Funding available 2021/2022

Applications for the 2021-2022 funding round open 9am, Monday 22 November 2021 and close 4pm, Friday 18 February 2022.

The total annual funding pool available for 2021-22 is \$55,000. The maximum amount per application is \$5000.

Strategic goals and funding priorities 2021/2022

Applications must address one or more of the following priority areas for funding:

Key strategic goals	Priority areas for funding
A well informed, supported and engaged community. A community which celebrates diversity. A sense of community pride.	<ul style="list-style-type: none">• Projects that address the impacts of COVID-19 and/or support community recovery and re-activation.• Projects that improve access to services and increased participation in community life by isolated community members.• Projects that prevent and raise awareness of mental health.• Projects that promote physical activity, health and wellbeing.• Projects that promote social cohesion and community participation with a particular focus on projects that promote cross-cultural or inter-generational understanding and community connection.• Projects that address racism and promote community harmony.• Projects that improve access to services that address homelessness and the drivers of homelessness.• Projects that increase the provision of domestic violence services and support.• Projects that provide opportunities to increase participation of women and girls.• Projects that support the re-activation of sectors significantly impacted by COVID-19, including the arts and cultural sector and community sport.• Projects that support and increase participation in volunteering.• Partnership projects that strengthen the capacity of local organisations to work collaboratively to address issues affecting local communities.• Community development projects that engage the community in local environmental initiatives and sustainability principles and practices.• Projects that support the participation of people with disability and their carers in local activities and services.• Projects that support and celebrate cultural diversity through strengthening intercultural understanding.• Projects that support parents in the education of their children and improve their capacity to support learning at school.• Projects that use sporting and recreation activities for community development outcomes.• Projects that use arts and cultural activities for community development outcomes.

Grants will NOT be provided for:

- Recurrent salary costs or contributions to salary costs of existing positions in an organisation.
- Political purposes or religious instruction.
- Money that has already been spent or projects already undertaken.
- Projects being conducted by an organisation which has substantial unallocated resources.
- Projects being conducted by individual persons, commercial enterprises or government agencies.
- Projects that require ongoing funding from Burwood Council beyond the current year.
- A core service that is funded by another source e.g. Federal or State Government.

Assessment and Notification Process

1. All applications will be assessed by an Internal Assessment Panel made up of Council staff with subject matter expertise.
2. Recommendations of the Internal Assessment Panel will be made with reference to the eligibility and selection criteria.
3. Priority of applications will be determined by the following:
 - Alignment with one of the 'key strategic goals' and 'priority areas for funding', including projects that address COVID-19 impacts and/or support community recovery and re-activation.
 - Innovative or new programs that address an identified community need.
 - Partnership projects that strengthen the capacity of organisations to work collaboratively to address issues affecting the community or that enhance the capacity of the local community to address local issues.
 - Projects and activities that will have medium to longer term benefits.
4. Recommendations for funding allocations will be reported to a Council Meeting for determination in the fourth quarter of the financial year (March to June). Council has the final decision-making authority for the determination of funding allocations.
5. Following the decision at a Council meeting, all applicants will be notified of the outcome of their application. The decision will also be included in the Council Meeting Minutes.
6. Grant recipients must enter into a funding agreement with Council and meet all requirements of project delivery, any funding conditions and acquittal.

Further Information

Applications for the 2021-2022 funding round close at 4pm, Friday 18 February 2022.

For further information, please contact Council on 9911 9911 and ask to speak to the Community Development Coordinator.

If you require interpreting support, please phone the Telephone Interpreting Service on 13 14 50 and ask them to contact Council on 9911 9911.



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