

Management report to Council**Agenda item 6.2****Connected Communities Grants 2022 Recommendations****Council****Presenter:** Rushda Halith, Director Community Development**14 December 2021****Purpose and background**

1. The purpose of this report is to seek Council's endorsement of the recommendations of the six member external assessment panel (the Panel) for the Connected Communities Grants (CCG) 2022.
2. In September 2018 Council endorsed the Community Grants and Partnerships Framework. The CCG is a funding program within the framework with a budget amount of \$543,322. The CCG consists of Small Grants providing up to \$2000 for core operational or project funding for local not-for-profit organisations and Impact Grants providing up to \$20,000 for projects and programs.
3. Grants are assessed in accordance with the CCG Guidelines (Attachment 2). The CCG objectives support the City of Melbourne to: value the strength, needs and aspirations of our communities; empower communities to identify and respond to issues, concerns and priorities; partner to support shared outcomes and foster community participation and increase access and inclusion.

Key issues

4. The CCG 2022 received a total of 132 grant applications. The Panel assessed 70 Impact Grants and 40 Small Grants with 22 applications ineligible or withdrawn by the applicant. The 110 grants assessed comprised of a combined \$1,240,353 total funding request. This year 31 percent of applications were from new applicants.
5. Forty Small Grants applications were assessed as eligible and all are recommended for funding for a total of \$76,768. The Panel has recommended 37 Impact Grants for funding, 23 are recommended for partial funding for a total of \$466,554. The panel recommendations total \$543,322, expending the allocated budget advised in the program overview and recommended applications (Attachment 3).
6. Two applications have been placed on a reserve list should any recommended applications be unable to proceed, or decline the offer of the grant. The Panel commended the overall high standard of applications.
7. Consistent with the Community Grants process, feedback will be offered to all non-recommended applications, including referral to other City of Melbourne opportunities where relevant.
8. To ensure greater alignment with the health and wellbeing focus areas in Council Plan, grant outcomes will be reported against Safety and Wellbeing objectives through Council's Annual Report and Municipal Health and Wellbeing Action Plan 2021-25.

Recommendation from management

9. That Council:
 - 9.1. Approves the 2022 Connected Communities Grant recommendations as detailed in Attachment 3.
 - 9.2. Authorises the General Manager Community and City Services to approve funding for up to two reserve applications in the event that one or more of the recommended projects cannot proceed or declines funding.
 - 9.3. Authorises management to enter into negotiations with the organisations responsible for the recommended projects
 - 9.4. authorises the General Manager Community and City Services to execute final funding agreements with each organisation in accordance with this Council resolution and the Community Grants and Partnerships Framework.

Attachments:

1. Supporting Attachment (Page 2 of 25)
2. Connected Communities Grants guidelines (Page 3 of 25)
3. 2022 Connected Communities Grants recommendations (Page 21 of 25)

Supporting Attachment

Legal

1. The recommendation from management indicates that the successful organisations will be required to enter into funding agreements.

Finance

2. The Community Grants and Partnerships Framework was endorsed by Council on 25 September 2018. The budget allocation to the CCG program in 2021–22 totals \$543,322. This amount is now recommended for funding in accordance with this resolution.

Conflict of interest

3. No member of Council staff, or other person engaged under contract, involved in advising on or preparing this report has declared a material or general conflict of interest in relation to the matter of the report. The six members of the Panel complete an Assessment Panel Declaration, Conflict of Interest and Privacy and Confidentiality forms.

Health and Safety

4. The CCG program aligns with Council Plan 2021-25 strategic objective Safety and Wellbeing and a high number of applicant project intended outcomes will make a significant contribution to the health and safety of the community.

Stakeholder consultation

5. The program was promoted through a number of communication channels including social media, newsletters, mail lists and via Council's professional networks. This approach reached both existing stakeholder organisations and new and emerging organisations and communities.
6. Due to COVID-19 restrictions there were no face to face information sessions. An online information session was held in August. Staff members were available via phone and email to provide advice to applicants as required.

Relation to Council policy

7. The CCG is authorised under the Community Grants and Partnerships Framework, supports the Council Plan 2021-25 and aligns to the outcomes and actions articulated in the Safety and Wellbeing and Access and Affordability strategic objectives along with the United Nations Sustainable Development Goals.

Environmental sustainability

8. All Impact Grant applications were required to address environmental sustainability issues or opportunities as part of their project plan.



Connected Communities Impact Grants Guidelines

Contents

Connected Communities Impact Grants Guidelines	1
Contents	2
City of Melbourne Community Grants and Partnership Framework.....	3
Purpose of Connected Communities Impact Grants	4
Objectives of Connected Communities Impact Grants	4
Eligibility criteria	4
Funding level	5
Key dates	5
Assessment process	5
Assessment criteria	6
Lobbying	7
Grant terms and conditions	7
Completing your application	8
Contacts.....	9
General enquiries:	9
SmartyGrants technical assistance:	9
Further application assistance.....	9
Got questions?	9

City of Melbourne Community Grants and Partnership Framework

City of Melbourne adopted the Community Grants and Partnerships Framework in September 2018. The full Framework can be downloaded [here](#)¹.

Through the Community Grants and Partnerships Framework, the City of Melbourne provides funding, expertise and support to socially-oriented organisations that address key social issues to ensure that our communities thrive. The [Council Plan](#)² is the guiding document which sets out Council's priorities and the Community Grants and Partnerships Framework enables the City of Melbourne to:

- empower [our communities](#)³ to identify and respond to local areas of need
- partner with community organisations to deliver shared outcomes
- activate community participation amongst residents
- build capacity within the community sector.

We encourage our communities to take an active role in identifying and responding to social issues.

The following best practice principles and practices underpin the Community Grants and Partnerships Framework and inform the priorities for funding:

PRINCIPLE	PRACTICE
IMPACT	We take a purposeful and strategic approach to funding projects that deliver meaningful social impact.
INCLUSION	Inclusion, access and participation are the hallmarks of healthy, thriving, prosperous, inclusive and resilient communities.
CONNECTION	We connect meaningfully with our communities and stakeholders and we foster more connected communities for our residents.
PARTNERSHIP	Through collaborative partnerships we work with others to deliver exceptional outcomes.
INNOVATION	Our communities experience constant change. We discover new solutions to changing needs and foster innovation in addressing our social challenges.
TRANSPARENCY	We are transparent in our funding priorities, processes and decisions. All of which are published on our website.

¹ <https://www.melbourne.vic.gov.au/community/strong-communities/funding-grants/Pages/community-grants-partnerships.aspx>

² <https://www.melbourne.vic.gov.au/about-council/vision-goals/pages/council-plan.aspx>

³ <https://www.melbourne.vic.gov.au/about-melbourne/research-and-statistics/city-population/pages/community-profiles.aspx>

Purpose of Connected Communities Impact Grants

The City of Melbourne is committed to working in partnership to enable connected communities. Connected Communities Impact grants provide funding for projects that support diverse communities through increased community connection and access and participation building on principles of equity, diversity and inclusion.

Melbourne has been hit hard by COVID-19 and together we have the opportunity to build a better future. The Council Plan 2021-25 outlines six strategic objectives for the City of Melbourne to build on its strong foundations to be a city that thrives as a place that benefits all.

Applications to this program must align to the [Council Plan](#)⁴ Strategic Objective Safety and Wellbeing, and at least one and other Strategic Objective from the Council Plan.

Priority will be given to applications that address the impacts of COVID-19 and increasing opportunity for all as we work together in partnership for an inclusive recovery.

Objectives of Connected Communities Impact Grants

Connected Communities Impact Grants allow the City of Melbourne to work in partnership to:

- support the needs and aspirations of diverse communities in the municipality
- empower local communities to identify and respond to issues
- increase community connections and belonging to increase participation and progress equity and inclusion
- build community capacity

Eligibility criteria

To be eligible to apply for funding through Connected Communities Impact Grants, applications must meet the following criteria:

- Applicants must be a not-for-profit constituted body or a school. Auspiced applications are permitted in this program except for capital works projects.
 - Body Corporates are eligible to apply for a Connected Communities Impact Grant only for the provision of a community garden.
- Applicants must be located within, or be running the project within, the City of Melbourne municipality.
- Applications must have a focus on City of Melbourne's local communities and/or communities that are considered disadvantaged.
- Projects funded through Connected Communities Impact Grants are eligible for a maximum of two consecutive years funding.
- Capital works projects:
 - Capital works projects will be considered for funding for local community organisations whose work aligns with Council priorities.
 - Auspiced applications will not be accepted for capital works projects.
 - Capital works applications will only be considered where the facility is located within the City of Melbourne boundary and owned by not-for-profit organisations. Funding cannot be used for capital works projects on Council owned land or property. Community garden applications will only be

⁴ <https://www.melbourne.vic.gov.au/about-council/vision-goals/Pages/council-plan.aspx>

considered for property that is within the City of Melbourne boundary, and either owned by a not-for-profit body or privately owned. Funding will not be considered for gardens that are on Council owned land.

Funding will not be considered for:

- core operational funding
- projects with a religious or political focus
- commercial activities and/or organisations
- fundraising activities, competitions, prizes or award events
- interstate and international travel costs including travel costs for facilitators/consultants
- projects that duplicate existing services and programs
- activities that have already commenced or occurred
- projects that are being, or have already been, funded through other City of Melbourne grant or sponsorship programs
- projects that include the establishment of a social enterprise.
- activities run by the City of Melbourne
- organisations with outstanding acquittals or debts owing to the City of Melbourne
- incomplete applications
- late submissions.

Funding level

Applications for Connected Communities Grants funding can be made for between \$2000 and \$20,000.

Key dates

- Applications open 9am on Monday 9 August 2021.
- Applications close 11.59pm on Monday 13 September 2021.
- Applicants will be advised of the outcome of their application by late December 2021.
- Projects must start after 1 January 2022.
- Projects must be completed by 31 December 2022.

Assessment process

After the application period has closed and we have received your application:

- You will receive an email confirming receipt of your application.
- Your application will be assessed against the eligibility and assessment criteria by a panel of external assessors.
- Funding recommendations will be submitted for a decision by Council.

- All applicants will receive a notification via email with the result of their application by late December 2021. Information about grant decisions will not be given over the phone.
- The list of successful applicants will be published on the City of Melbourne's website approximately a month after all applicants have been notified of the outcome of their application.

Assessment criteria

Connected Communities Impact Grant applications are assessed against the assessment criteria below. Only applications that adequately respond to the assessment criteria will be considered.

1. Alignment to the Council Plan 2021-25 Strategic Objective Safety and Wellbeing priorities and other Strategic Objective and COVID-19 inclusive recovery

- Does the project address Council Plan Safety and Wellbeing priorities?
- Does the project address additional Council Plan Strategic Objective
- Does the project demonstrate a response to an inclusive recovery as we build back from COVID-19?

2. Meeting Connected Communities Grant objectives and community need at the local level

- Does the project respond to a need, aspiration or issue identified by the community? What is the evidence of this need?
- How will the project be successful in addressing this need? What are the positive outcomes?
- Does the project demonstrate community empowerment and capacity building in conception, development, delivery and outcomes?
- How many City of Melbourne residents will benefit?

3. Organisational capacity

- Is the scope of the project appropriate to the organisation's resources and expertise?
- Is the application well planned with clear deliverables and a realistic timeframe?
- Does the application identify appropriate partners that will work with them in a collaborative way?
- Does the organisation have a track record of delivering similar types of projects successfully?
- Does the application outline an evaluation plan?

4. Budget

- Does the budget accurately reflect the scope and scale of the project?
- Have other funding sources been identified?
- Have the resources that are required to deliver the project been clearly identified?
- Does the total revenue match the total expenses?
- Is the project financially sustainable if it is to continue beyond the funding period?
- Have quotes been provided to support capital purchases?

Additional assessment notes:

COVID-19

Due to the ongoing impact of COVID-19, grant applications must mention how the proposed project will be delivered with changing restrictions in mind. Applications must include COVID-19 mitigation in project planning and delivery that addresses current Victorian Department of Health and Human Services (DHHS) [advice](#)⁵.

City of Melbourne reserves the right to:

- not consider applications that do not meet the eligibility or assessment criteria
- request further information to inform our assessment
- recommend partial funding
- require normal permits for all projects. If relevant, these should be outlined in the application (refer to the [City of Melbourne website](#)⁶ for permits required within the City of Melbourne)
- request a declaration if quotes and/or other proposed services are provided by family, friends or committee members.

Additional assessment notes for Capital Works (including community gardens) applications:

- Building or landscape works for establishment, upgrade or renewal are a priority over routine maintenance applications.
- Facilities must be within the City of Melbourne boundary and owned by not-for-profit organisations or privately owned; funding cannot be used on Council owned land or property.
- Body corporates can apply for grants to establish community gardens within their property. Applicants must provide a copy of their constitution to show that they do not distribute profits or assets to their members.

Essential attachments for all applications

- Applicants must provide a certificate of currency for public liability or other relevant insurance.
- If the project targets children or young people aged 0-18 you must provide a copy of the organisations Child Safe Plan.
- If you are applying for capital works or maintenance on a community facility, you must submit at least one quote.
- If you are applying to purchase significant single expenditure items (e.g. single items like computers or items over \$1000) you must include at least one quote.

Lobbying

Canvassing or lobbying in relation to an application is strictly prohibited during the application process. No further consideration will be given to an application submitted by an applicant that canvasses or lobbies the Lord Mayor, City of Melbourne councillors or employees of the City of Melbourne.

Grant terms and conditions

If your application is successful, you will be required to:

⁵ <https://www.dhhs.vic.gov.au/coronavirus>

⁶ <http://www.melbourne.vic.gov.au/pages/permits.aspx>

- sign a funding agreement with the City of Melbourne that provides details about the terms and conditions of funding. The funding agreement will outline reporting and acquittal requirements specific to your application
- supply all requested information prior to any funding being released
- submit paperwork within the allocated timeframes. Funding is allocated from specific financial year budgets and if paperwork is not submitted within the allocated timeframe, then funding is forfeited by the funded organisation
- in some instances, meet or discuss your project with the grant manager and provide revised information
- if the funded project includes contact with children aged 0-18, the organisation must have in place a Child Safe Plan. The organisation must also ensure that all relevant staff, contractors, volunteers and committee members hold a valid working with children check and provide copies of these if requested by Council
- use the funding allocated for the purposes specified in the application. Grants may not be used for any purpose other than for which it is granted, without the written permission of the City of Melbourne
- deliver the project within the allocated budget. City of Melbourne will not be responsible for shortfalls in project budgets if the applicant is unable to meet project costs.
- acknowledge the City of Melbourne in all promotional materials relating to the successful application, including use of the logo
- complete the project by the date stated in the funding agreement. Requests for extensions will need to be considered and agreed to by City of Melbourne.
- invite the Lord Mayor and Councillors to attend any significant launches or events associated with the project
- acquit the grant and provide receipts to demonstrate the expenditure of a minimum 75 per cent of the grant. Grants for capital works and/or capital purchases must provide receipts to demonstrate the full expenditure of the grant.

How the grants will be paid

- Grants under \$10,000 will be paid in one instalment.
- Grants from \$10,000 to \$20,000 will be paid in two instalments. The first instalment (70 per cent of the total grant) will be paid on provision of signed contract, invoice and any other requested information. The second instalment will be paid on submission of a mid-term report.

Completing your application

Applications will be submitted and managed online via SmartyGrants. Application forms can be accessed from the City of Melbourne website.

Applications will automatically be closed by the SmartyGrants system at 11.59pm on Monday 13 September.

Please avoid submitting your application at the last minute. If there is heavy use of the system with others submitting last-minute applications, there may be delays which will affect your ability to lodge your application before the deadline and it will be deemed ineligible.

When your application is fully submitted you will receive an automated email containing a PDF copy of your application and confirmation that it has been received.

If you experience technical issues with the SmartyGrants system, please contact SmartyGrants directly (contact information on page 10).

Contacts

General enquiries:

Please contact the City of Melbourne Grants and Projects Officer by [email](#)⁷

SmartyGrants technical assistance:

If you experience technical issues with the SmartyGrants system please contact them directly on [email](#)⁸ or by phone: (03) 9320 6888.

Further application assistance

If you are unable to complete the application form online due to access issues or you difficulty using technology please contact us via [email](#)⁹ and we will discuss how we can assist you to complete the forms.

Got questions?

Q: Can my organisation submit more than one application?

A: No only one application per organisation will be accepted.

Q: What kind of things can I apply for?

A: To get an idea about the type of applications that have been funded in the past, visit the [website](#)¹⁰ and review previous successful applications

Q: If we already have some funding allocated to this project, can we still apply for additional funding?

A: Yes. In fact we encourage multiple funding sources for a project as this can strengthen the application and create greater sustainability for the project. The application form will ask you to declare additional funding sources for your project.

Q: My organisation is located outside of the City of Melbourne; can I apply?

A: To be eligible, organisations must be located within, or offer a project within, the City of Melbourne municipality. In addition, the program has a focus on local and / or disadvantaged communities. City of Melbourne suburbs include: Carlton, Central Business District (Melbourne), Docklands, East Melbourne, Fisherman's Bend, Kensington, North Melbourne, Parkville, part of Port Melbourne, Southbank, parts of South Yarra and West Melbourne. You can view a map of the boundaries at the [City of Melbourne website](#)¹¹.

Q: My group is not incorporated; can I apply?

A: To be eligible, applications must come from a school or a not-for-profit community organisation that is a legal entity. If you are an unincorporated group, you will be required to find an auspice prior to applying for a Connected Communities Grant. If you apply under the auspice of an organisation, the City of Melbourne requires that you provide a letter from your auspice confirming that they agree to this arrangement. Note that for successful applicants that have an auspice, the City of Melbourne pays the grant to the auspice organisation.

⁷ commstrength@melbourne.vic.gov.au

⁸ service@smartygrants.com.au

⁹ commstrength@melbourne.vic.gov.au

¹⁰ <https://www.melbourne.vic.gov.au/community/strong-communities/funding-grants/pages/community-grants-recipients.aspx>

¹¹ http://www.melbourne.vic.gov.au/sitecollectiondocuments/cityofmelbourne_boundarymap.pdf

Q What is an auspice?

A: An auspice is an organisation that agrees to take legal and financial responsibility for administering the grant on behalf of the applicant where an applicant is not eligible or unable to apply for funding. To find out more about an auspice arrangement visit <http://www.nfplaw.org.au/auspicing>¹²

Q: I am applying for capital works; can I apply using an auspice?

A: No, applications for capital works and community gardens cannot be auspiced.

Q What are 'capital works'

A: Capital works projects include community gardens, renovating existing buildings, constructing new buildings and purchase of items over \$1000 that are not part of a larger project.

Q How many years can I apply for funding for the same project?

A: Projects are eligible for funding for a maximum of two years.

Q: Can I ask for funding for operational costs?

A: No, any costs that are considered operational will not be considered for funding. [Connected Communities Small Grants](#)¹³ provides funding for operational costs up to \$2000.

¹² <http://www.nfplaw.org.au/auspicing>

¹³ <https://www.melbourne.vic.gov.au/community/strong-communities/funding-grants/pages/community-grants.aspx>



Connected Communities Small Grants Guidelines

Contents

Connected Communities Small Grants Guidelines	11
Purpose of Connected Communities Small Grants	13
Objectives of Connected Communities Small Grants	13
Eligibility criteria	13
Funding level	14
Key dates	14
Assessment process	14
Assessment criteria	14
Additional assessment notes	15
COVID-19	15
Essential attachments for all applications	15
Lobbying	15
Grant terms and conditions	16
Completing your application	16
Contacts	16
Got questions or need help?	17
Application assistance	17
Frequently asked questions	17

Connected Communities grants provide funding for projects that support diverse communities through increased community connection, access and participation building on principles of equity, diversity and inclusion.

Melbourne has been hit hard by COVID-19 and together we have the opportunity to build a better future. The Council Plan 2021-25 outlines six strategic objectives for the City of Melbourne to build on its strong foundations to be a city that thrives as a place that benefits all.

Purpose of Connected Communities Small Grants

The City of Melbourne is committed to creating connected and inclusive communities. We provide small grants for community organisations to support community connection, social inclusion, access and participation for City of Melbourne residents.

Objectives/Outcomes of Connected Communities Small Grants

Connected Communities Small Grants allow the City of Melbourne to progress community development outcomes in the communities and neighbourhoods that make up our municipality.

- increase community participation, connection, equity diversity and inclusion
- empower community to identify and respond to local issues and priorities

Eligibility criteria

To be eligible to apply for funding through Connected Communities Small Grants, applications must meet the following criteria:

- Applicant organisations must be a not-for-profit constituted body or a school. Auspiced applications are not permitted in this program.
- Applicant organisations must be located within the City of Melbourne municipality with benefits for local people.
- Funded activities must create opportunities for community members to experience greater connection to their community through opportunities that improve access and participation.
- Applications are accepted for core operating costs of local volunteer-based community organisations whose work aligns with the goals of the City of Melbourne.

Funding will not be considered for:

- activities with a religious or political focus
- capital works
- commercial activities and/or organisations
- fundraising activities, competitions, prizes or award events
- interstate and international travel costs including travel costs for facilitators/consultants
- activities that have already commenced or occurred

- activities that are being, or have already been, funded through other City of Melbourne grant or sponsorship programs
- activities run by the City of Melbourne
- organisations with outstanding acquittals or debts owing to the City of Melbourne
- incomplete applications
- late submissions.

Funding level

Applications for Connected Communities Small Grants funding can be made for any value up to \$2,000.

Key dates

- Applications open 9am on Monday 9 August 2021.
- Applications close 11.59pm on Monday 13 September 2021.
- Applicants will be advised of the outcome of their application by the end of December 2021.
- Activities must start after 1 January 2022.
- Activities must be completed by 31 December 2022.

Assessment process

After the application period has closed and we have received your application:

- You will receive an email confirming receipt of your application.
- Your application will be assessed against the eligibility and assessment criteria. Ineligible applicants will be notified that their application is ineligible.
- Funding recommendations will be advised to Council. Council will make the final decision on the outcome of all eligible applications.
- All applicants will receive a notification via email with the result of their application by the end of December 2021
- Information about grant decisions will not be given over the phone.
- The list of successful applicants will be published on the City of Melbourne's website approximately a month after all applicants have been notified of the outcome of their application.

Assessment criteria

Connected Communities Small Grant applications are assessed against the assessment criteria below. Only applications that adequately respond to the assessment criteria will be considered.

1. Alignment to the purpose and objectives of Connected Communities Small Grants

- Does the activity/organisation support and increase community connection and community participation building on access, equity and diversity to progress inclusion for City of Melbourne residents?

- How many City of Melbourne residents are likely to participate and benefit?
- Does the activity/organisation target groups or individuals that face barriers to participation?
- Does the activity consider the impact of COVID-19 in the short and long term?

2. Community need

- Is there a clearly identified need for this activity/organisation?
- Has the applicant appropriately engaged with target participants prior to submitting the application?

3. Budget

- Does the budget accurately reflect the scope and scale of the activity/organisation?
- Does the total revenue match the total expenses?
- Have quotes been provided to support capital purchases (if applicable)?

Additional assessment notes

COVID-19

Due to the ongoing impact of COVID-19, grant applications must mention how the proposed project will be delivered with changing restrictions in mind. Applications must include COVID-19 mitigation in project planning and delivery that addresses current Victorian Department of Health and Human Services (DHHS) [advice](#)¹⁴.

City of Melbourne reserves the right to:

- not consider applications that do not meet the eligibility or assessment criteria
- request further information to inform our assessment
- require normal permits for all projects. If relevant, these should be outlined in the application (refer to the [City of Melbourne website](#)¹⁵ for permits required within the City of Melbourne)
- request a declaration in the application if quotes and/or other proposed services are provided by family, friends or committee members.

Essential attachments for all applications

Applicants must provide a certificate of currency for public liability or other relevant insurance. If applicants do not hold public liability insurance they must provide a risk assessment document identifying risks associated with their application and explaining how these risks will be managed. Council may determine that the risk assessment document is inadequate and require appropriate insurance coverage prior to releasing funding.

Lobbying

Canvassing or lobbying in relation to an application is strictly prohibited during the application process.

¹⁴ <https://www.dhhs.vic.gov.au/coronavirus>

¹⁵ <http://www.melbourne.vic.gov.au/pages/permits.aspx>

No further consideration will be given to an application submitted by an applicant that canvasses or lobbies the Lord Mayor, City of Melbourne councillors or employees of the City of Melbourne.

Grant terms and conditions

If your application is successful, you will be required to:

- sign a funding agreement with the City of Melbourne that provides details about the terms and conditions of funding. The funding agreement will outline reporting and acquittal requirements specific to your application
- supply all requested information prior to any funding being released
- submit paperwork within the allocated timeframes. Funding is allocated from specific financial year budgets and if paperwork is not submitted within the allocated timeframe, then funding is forfeited by the funded organisation
- use the funding allocated for the purposes specified in the application. Grants may not be used for any purpose other than for which it is granted, without the written permission of the City of Melbourne. Unspent funds must be returned to City of Melbourne
- deliver the activity within the allocated budget. City of Melbourne will not be responsible for shortfalls in budgets if the applicant is unable to meet costs
- if the funded project includes contact with children aged 0-18, ensure that all relevant staff, contractors, volunteers and committee members hold a valid working with children check and provide copies of these if requested by Council
- acknowledge the City of Melbourne in all promotional materials relating to the successful application, including use of the logo
- complete the activity by 31 December 2022. No extensions will be provided
- invite the Lord Mayor and Councillors to attend any significant launches or events associated with the activity
- acquit the grant and provide receipts for any purchases over \$200.

Completing your application

Applications will be submitted and managed online via SmartyGrants. Application forms can be accessed from the City of Melbourne website.

Applications will automatically be closed by the SmartyGrants system at 5pm on Monday 3 August 2021.

Please avoid submitting your application at the last minute. If there is heavy use of the system with others submitting last-minute applications, there may be delays which will affect your ability to lodge your application before the deadline and it will be deemed ineligible.

When your application is fully submitted you will receive an automated email containing a PDF copy of your application and confirmation that it has been received.

If you experience technical issues with the SmartyGrants system, please contact SmartyGrants directly (contact information below).

Contacts

For general enquiries:

Please contact the City of Melbourne Grants and Projects Officer via email: commstrength@melbourne.vic.gov.au or phone 9658 9901

SmartyGrants technical assistance:

If you experience technical issues with the SmartyGrants system please contact them directly on email¹⁶ or by phone: (03) 9320 6888.

Got questions or need help?

Application assistance

If you are unable to complete the application form online due to access issues or you difficulty using technology please contact us at commstrength@melbourne.vic.gov.au or phone 9658 9901 and we will discuss how we can assist you to complete the forms.

Frequently asked questions

Q: Can my organisation submit more than one application?

A: No, we will only accept one application per organisation. If you apply for operational funding in the Small grants program you can still apply for a project in the Impact Grants program.

Q: If we already have some funding allocated to this project, can we still apply for additional funding?

A: Yes. In fact we encourage multiple funding sources for a project as this can strengthen the application and create greater sustainability for the project. The application form will ask you to declare additional funding sources for your project.

Q: My organisation is located outside the City of Melbourne, can I apply?

A: To be eligible, organisations must be located within, or offer a project within, the City of Melbourne municipality. In addition, the program has a focus on local and / or vulnerable communities. City of Melbourne suburbs include: Carlton, Central Business District (Melbourne), Docklands, East Melbourne, Fisherman's Bend, Kensington, North Melbourne, Parkville, part of Port Melbourne, Southbank, parts of South Yarra and West Melbourne. You can view a map of the boundaries at the [City of Melbourne website](http://www.melbourne.vic.gov.au/sitecollectiondocuments/cityofmelbourne_boundarymap.pdf)¹⁷.

Q: My group is not incorporated, can I apply?

A: To be eligible, applications must come from a school or a not for profit community organisation that is a registered legal entity

Q: How long can the project be funded for?

A: In the Small grants program activities can be funded for multiple years.

Q: Can I ask for funding for operational costs?

¹⁶ service@smartygrants.com.au

¹⁷ http://www.melbourne.vic.gov.au/sitecollectiondocuments/cityofmelbourne_boundarymap.pdf

A: Yes, the Small grants program is open to applications for operational costs and small projects.

Program overview and recommended applications

1. Objectives of the Connected Communities Impact Grants

Connected Communities Small and Impact Grants allow the City of Melbourne to:

- value the strengths, needs and aspirations of our communities
- empower community to identify and respond to local issues, concerns and priorities
- partner with community to support shared outcomes
- foster community participation and increase access and inclusion.

2. Recommended application criteria

Each application is assessed by an independent external panel. Applications are assessed against the following criteria;

Impact grants -

1. Alignment to the Council Plan 2021-25 Strategic Objective Safety and Wellbeing priorities and other Strategic Objective and COVID-19 inclusive recovery.
2. Meeting Connected Communities Grant objectives and community need at the local level.
3. Organisational capacity.
4. Budget.

Small grants -

1. Alignment to the purpose and objectives of Small Grants.
2. Community need.
3. Budget.

3. Non-recommended applications

Applications that were not recommended did not strongly address the assessment criteria or the program's key objectives relative to other applications.

The four most common elements demonstrated across the non-recommended applications were:

- Poor demonstration of community need
- Poor or no demonstration of connection to the communities in the City of Melbourne
- Lack of alignment to the Connected Communities grants objectives
- The proposed project and activity and outcome is not clearly defined

4. Recommended applications

The following applications are recommended for funding due to their strong alignment to the assessment criteria. These applications represent a diverse selection of community focussed projects.

Connected Communities Grants 2022 – Recommendations

The total budget allocated to the 2022 Connected Communities grants is \$543,322

Impact grants

No.	Organisation Name Project title	Panel recommend
1	All The Queens Men Coming Back Out Concert + Digital Dance Club (online)	10,000
2	Anika Legal Self-Advocacy Guides for Renters	17,338
3	Blind Sports & Recreation Victoria (BSRV) Leading a vision for greater inclusion in Melbourne	13,950
4	Carlton Neighbourhood Learning Centre Make It Work Job Club	14,000
5	Disability Resources Centre The Buddy Network	19,331
6	Docklands Representative Group Inc Docklands Owners Corporation Network (DOCN)	15,000
7	Drill Hall Community Garden Association Artwork painting of plant boxes in Drill Hall Garden	2500
8	Drill Hall Residents Association Prevention of Violence against Women in Multicultural communities	15,000
9	Dynamo Victoria Football Club The Kicknic	4500
10	Hararian Women's Group Harari Women celebrating culture	9000
11	Indochinese Elderly Refugees Association VIC Protecting older people during the coronavirus (COVID-19) pandemic	5400
12	Kensington Junior Soccer Club Engaging and enhancing soccer experience and development in Kensington	4800
13	Kensington Neighbourhood House (KNH) Green Time not Screen Time (GTNST)	20,000
14	Launch Housing Southbank Launch Housing Southbank Outdoor Gym	18,000
15	Little Dreamers Australia Young Carer Tutoring Program	20,000
16	Lively Community Ltd Intergenerational Model for CaLD Digital Inclusion and Local Jobs	16,236
17	MacKillop Family Services Seasons for Growth (SfG) - Supporting young people through change, loss and grief	13,000
18	Magnet Galleries Melbourne Inc 'WeCreate' - Connection Via Creativity	16,890
19	Melbourne Community Toy Library Play in the Primary Years	19,300
20	Melbourne Youth Alliance Young African Australians Navigating Employment	20,000
21	Mentoring Men Connecting Men – Reaching Out and Speaking Up	12,000
22	North Melbourne Language and Learning Inc Community Connects	10,000
23	Oromo Sports Federation Australia Australian Oromo Cultural Week	10,000
24	Parkville Gardens Residents Association Incorporated Community Strengthening and Inclusion	5000
25	PlantingSeeds Projects Re-Generation	17,900
26	Refugee Council Of Australia Face to Face/Refugee Speakers Bureau	14,000
27	River Nile Learning Centre	17,100

	Wellbeing of Refugees & Asylum Seeker Women	
28	Rotary Central Melbourne Inc Provide Youth Mental Health First Aid Training Programs	7060
29	Slow Food Melbourne Inc Carlton World Food Market	14,505
30	Somali community Inc. Somali Day Australia Festival 2022	10,000
31	St Vincent's Hospital (Melbourne) Enhancing a Multilingual Health Application	8400
32	Stem Sisters Vic Incorporated Soapbox Science - Melbourne	10,000
33	The Centre: Connecting Community in North & West Melbourne Docklands Comes Together	20,000
34	The Equality Project Beyond the Rainbow and LGBTIQ+ Health and Wellbeing Day	12,000
35	The Federation of Chinese Associations Vic Inc. Promoting health and wellbeing and building connection for the Chinese seniors	10,744
36	The Probus Club of Carlton-Parkville Inc. Facilitating greater social inclusion and participation in the Probus Club of Carlton-Parkville activities	3600
37	Youth Activating Youth Building Connections	10,000
	Total funding recommendation Impact grants	466,554

Small Grants

No	Organisation Name	Panel recommend
1	African Australian Communities Leadership Forum Inc. Operational costs	1970
2	African Community Elderly Association of Victoria Overnight bus trip / camp for seniors	2000
3	Australian Somali Women Healthcare Community Foundation Operational costs	2000
4	Carlton Gardens Probus Incorporated Operational costs	1837
5	Carlton Residents Association Inc Operational costs	2000
6	Carlton Senior Citizen Organization Operational costs	2000
7	Chinese Arts Association of Melbourne Inc Operational costs	2000
8	Chinese Community Health Advisory of Australia Inc Operational costs	2000
9	Circolo Pensionate San Marco In Lamis Recreational and healthy outings	1600
10	Docklands Representative Group Inc Operational costs	2000
11	Drill Hall Community Garden Association Operational costs	2000
12	Drill Hall Residents Association Operational costs	2000

13	East Melbourne Group Operational costs	2000
14	East Melbourne Historical Society Operational costs	2000
15	Eastenders Inc Operational costs	2000
16	Empowered Together Operational costs	2000
17	Friends of Royal Park, Parkville Inc Birds and Flowers of Royal Park	1500
18	Horn of Africa Senior Women's Program Operational costs	2000
19	Islamic Youth Organisation Covid 19 Community recovery	2000
20	Kensington Association Inc Operational costs	1871
21	Kensington Chinese Friendship Association Inc Operational costs	2000
22	Kensington Stockyard Food Garden inc Operational costs	2000
23	Melbourne Bearbrass Probus Operational costs	1540
24	Melbourne Line Dancing Group Operational costs	2000
25	Melbourne South Yarra Residents Group Inc Operational costs	2000
26	Melbourne Sunrise Probus Club Inc Operational costs	2000
27	Melbourne University Football Club Better People Make Better Athletes = Better World	2000
28	Morning Exercise Melbourne Incorporated Operational costs	2000
29	North and West Melbourne Association Inc Operational costs	1550
30	North Melbourne Chinese Association Inc. Operational costs	2000
31	Parkville Association Operational costs	2000
32	Parkville Gardens Residents Association Incorporated Operational costs	2000
33	Residents 3000 Operational costs	1550
34	Rotary Club of Melbourne Make A House a Home	2000
35	Slavic Welfare Association Incorporated Connecting Slavic Seniors to the community	2000
36	Southbank Residents Association Operational costs	2000

37	Spanish speaking elderly group of north Melbourne Crafts making	2000
38	The Probus Club of Carlton-Parkville Inc. Operational costs	1850
39	Uniting Church Gospel Hall Melbourne (Yee Hong Group) Caring and sharing for senior members	1500
40	Victorian Elderly Chinese Welfare Society Inc. Wellness & Enablement Awareness and addressing cultural diversity	2000
	Total funding allocation Small grants	76,768