

Management report to Council

Agenda item 6.2

Connected Communities Grants 2021 Recommendations

Council

Presenter: Linda Weatherson, General Manager Community and City Services

24 November 2020

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) 2021.
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 \$555,238. The program consists of Small Grants providing up to \$1550 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 program 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 2021 program received a total of 149 grant applications. The Panel assessed 83 Impact Grants and 42 Small Grants with 24 applications ineligible or withdrawn by the applicant. The 125 grants assessed comprised of a combined \$1,461,870 total funding request. This year there was an increase in first time applicants with 49 percent from new applicants compared to 30 percent in the previous year.
5. The Panel assessed 42 Small Grants applications and all are recommended for funding for a total of \$63,709. The Panel has recommended 41 Impact Grants for funding, 27 are recommended for partial funding for a total of \$491,529. The panel recommendations total \$555,238, expending the allocated budget advised in program overview and recommended applications (Attachment 3).
6. Three 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.

Recommendation from management

8. That Council:
 - 8.1. Approves the 2021 Connected Communities grants as detailed in Attachment 3.
 - 8.2. Authorises the General Manager Community and City Services to approve funding for up to three reserve application in the event that one or more of the recommended projects cannot proceed or declines funding.
 - 8.3. Authorises management to enter into negotiations with the organisations responsible for the recommended projects and 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 26)
2. Connected Communities grants guidelines (Page 3 of 26)
3. Program overview and recommendations (Page 20 of 26)

Supporting Attachments

Legal

1. The recommendations from management note 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 2020–21 totals \$ 555,238. 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 a direct 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. Two assessors had indirect conflicts with three applications and they were excluded from the decision-making in regard to those applications.

Health and Safety

4. In developing this proposal, no Health and Safety issues or opportunities have been identified.

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. There was a 20 percent increase in new organisations applying for the grants compared to the 2020 CCG program.
6. Due to COVID-19 restrictions there were no face to face information sessions. An online information session was held in June, with a total of 15 external attendees. Staff members were available via phone and email to provide advice to applicants as required.

Relation to Council policy

7. The Connected Communities grants program is authorised under the Community Grants and Partnerships Framework, supports the Council Plan and aligns to the outcomes and actions articulated in the City for People 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

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, self-reliant, inclusive and resilient communities.
CONNECTION	We connect meaningfully with our communities and stakeholders and we foster more connected communities for our residents.
PARTNERSHIP	We know we can’t solve tough problems alone. 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 support connected and inclusive communities. Connected Communities Impact grants provide funding for projects that support our diverse communities, increase community connection, social inclusion and access building on principles of equity, diversity and inclusion.

Council Plan outlines Council Goals and priorities and funding is provided to not-for profit organisations and communities to address these in partnership. Priority areas include, but are not limited to those that address equity and inclusion with special consideration of vulnerable community members, climate change and COVID-19 impacts on our city and communities as we all work towards recovery.

Objectives of Connected Communities Impact Grants

Connected Communities Impact Grants allow the City of Melbourne to:

- value the strengths, needs and aspirations of our diverse communities
- empower communities to identify and respond to issues
- work in partnership with community to support shared outcomes
- increase community participation, equity, diversity 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 vulnerable.
- 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 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
- 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 \$1551 and \$20,000.

Key dates

- Applications open 9am on Monday 22 June 2020.
- Applications close 5pm on Monday 18 August 2020.
- Applicants will be advised of the outcome of their application in November 2020.
- Projects must start after 1 January 2021.
- Projects must be completed by 31 December 2021.

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 in November 2020. 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 purpose and objectives of Connected Communities Impact Grants (35%)

- Does the project support and increase community connection, social inclusion, access and participation?
- Does the project support and increase equity, diversity and inclusion?
- Does the project build community capacity?
- How many City of Melbourne residents are likely to benefit?
- Does the project target groups or individuals that face barriers to community participation?
- Does the project consider COVID-19 recovery and potential ongoing impacts of COVID-19?

2. Community need (25%)

- Is there a clearly identified need for this project?
- Has evidence of this need been provided?
- Will the project be successful in addressing this need?
- Has the applicant appropriately engaged with target participants and other community stakeholders prior to submitting the application?

3. Organisational capacity (20%)

- 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 (20%)

- 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 (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](#)⁴.

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](#)⁵ 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.

Other factors that influence decisions for funding include:

- Supporting not-for profit organisations and community groups that address Council goals and related issues including COVID-19 impacts, climate change, upholding human rights including through responses to racism, gender and gender diversity and the safety of women and children.
- Supporting new organisations and opportunities aligned with Council goals and priorities.
- Other funding provided to organisations by the City of Melbourne.

Essential attachments for all applications

- Applicants must provide a certificate of currency for public liability or other relevant insurance.

⁴ <https://www.dhhs.vic.gov.au/coronavirus>

⁵ <http://www.melbourne.vic.gov.au/pages/permits.aspx>

- 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:

- 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, 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 5pm on the closing date.

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 at the City of Melbourne for assistance and advice

- Administration and general queries: Katrina Brady – Grants and Projects Officer, Email or 9658 9901
- Projects supporting the needs of **families and children**: Anita Marsden – Parenting Services Coordinator, [Email](#)⁶
- Projects supporting the needs of **international students**: Joanne Holl – International Student and Youth Project Officer, [Email](#)⁷
- Projects supporting the needs of **young people**: Krystel Bendel – Youth Project Co-ordinator, [Email](#)⁸
- Projects supporting the needs of **homeless people**: Sue Jones – Project Officer, City People, [Email](#)⁹
- Projects supporting **gender equality**: Nancy Pierorazio – Senior Policy Officer, City Safety, [Email](#)¹⁰
- Projects supporting the needs of **culturally and linguistically diverse communities**: Kara Barnett – Cultural Diversity Officer, [Email](#)¹¹
- Projects supporting the needs of **Aboriginal and Torres Strait Islander communities**: Louise Lyons– Manager Program and Social Inclusion [Email](#)¹²
- Projects supporting the needs of **seniors**: Anna Poulentzas – Healthy Ageing Coordinator, [Email](#)¹³ or phone: 9658 9507
- **Neighbourhood based projects**: Georgie Meyer – Team Leader Community Engagement and Partnerships, [Email](#)¹⁴
- Projects supporting the needs of **people with disabilities**: Vickie Feretopoulos– Senior Policy Officer Ageing & Inclusion, [Email](#)¹⁵ or phone: 9658 8679
- **Sports and recreation** projects: Sarah Doubleday –Business Support and Project Officer, [Email](#)¹⁶
- **Health and wellbeing** projects: Elise Baro – Projects Coordinator, [Email](#)¹⁷ or phone: 9658 9634

⁶ anita.marsden@melbourne.vic.gov.au

⁷ joanne.holl@melbourne.vic.gov.au

⁸ natasha.hardy@melbourne.vic.gov.au

⁹ sue.jones@melbourne.vic.gov.au

¹⁰ nancy.pierorazio@melbourne.vic.gov.au

¹¹ kara.barnett@melbourne.vic.gov.au

¹² louise.lyons@melbourne.vic.gov.au

¹³ anna.poulentzas@melbourne.vic.gov.au

¹⁴ georgie.meyer@melbourne.vic.gov.au

¹⁵ vickie.feretopoulos@melbourne.vic.gov.au

¹⁶ sarah.doubleday@melbourne.vic.gov.au

¹⁷ elise.bar@melbourne.vic.gov.au

- **Waste minimisation** projects: Victoria Clarke – Co-ordinator Waste & Amenity Programs, [Email](#)¹⁸

SmartyGrants technical assistance:

If you experience technical issues with the SmartyGrants system please contact them directly on [email](#)¹⁹ 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 at commstrength@melbourne.vic.gov.au 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](#)²⁰ 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 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](#)²¹.

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 individual or 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.

¹⁸ victoria.clarke@melbourne.vic.gov.au

¹⁹ service@smartygrants.com.au

²⁰ <https://www.melbourne.vic.gov.au/community/strong-communities/funding-grants/pages/community-grants-recipients.aspx>

²¹ 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>¹

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](#)²² provides funding for operational costs up to \$1550.

²² <https://www.melbourne.vic.gov.au/community/strong-communities/funding-grants/pages/community-grants.aspx>



Connected Communities Small Grants Guidelines

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. Funding may prioritise, but is not limited to, supporting vulnerable communities.

Objectives of Connected Communities Small Grants

Connected Communities Small Grants allow the City of Melbourne to:

- 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, or offer the project 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, or provide greater access, inclusion or participation opportunities for community members.
- 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 \$1550.

Key dates

- Applications open 9am on Monday 22 June 2020.
- Applications close 5pm on Monday 18 August 2020.
- Applicants will be advised of the outcome of their application in November 2020.
- Activities must start after 1 January 2021.
- Activities must be completed by 31 December 2021.

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 November 2020.
- 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 (35%)

- Does the activity/organisation support and increase community connection, social inclusion, access and participation for City of Melbourne residents?
- Does the project support and increase equity, diversity and inclusion?
- How many City of Melbourne residents are likely to participate/benefit from the activity?

- Does the activity/organisation target groups or individuals that face barriers to community participation?
- Does the activity consider the impact of COVID-19 in the short and long term?

2. Community need (35%)

- 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 (30%)

- 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](#)¹.

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](#)¹ 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.

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 2021. 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 20 July 2020.

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 [email](#)¹ 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 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](#)¹.

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?

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 purpose and objectives of Impact Grants (35 per cent weighting)
2. Community need (25 per cent weighting)
3. Organisational capacity (20 per cent weighting)
4. Budget (20 per cent weighting)

Small grants –

1. Alignment to the purpose and objectives of Impact Grants (35 per cent weighting)
2. Community need (35 per cent weighting)
3. Budget (20 per cent weighting)

3. Non-recommended applications

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

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

- Poor demonstration of community need
- Poor of demonstration of connection to the City of Melbourne community
- Lack of alignment to the Connected Communities grants objectives
- Lack of clarity that the activity will support the outcome

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 2021 – Recommendations

The total budget allocated to the 2021 Connected Communities grants is \$555,238

Impact grants

No.	Organisation Name Project title	Panel Recommend \$
1	Afri-Aus Care Inc. Title: Ubuntu Peer to Peer Restorative Program. Project to provide culturally appropriate programs for disadvantaged young women.	20,000
2	African Australian Women in Action Title: Empowering African Australian Women. A program supporting the mental health of African Australian women.	5000
3	All The Queens Men Title: The Coming Back Out Ball 2021. Activity to celebrate and support older LGBTI elders culminating in a ball.	15,000
4	Asperger's Victoria Title: Supporting our support volunteers - Mental Health First Aid. Providing training to online community supporters responding to COVID-19 impacts.	8980
5	Australia Palestine Advocacy Network Title: Enchanting Palestine National Day. Event celebrating culture, bringing people together at Federation Square.	11,000
6	Australian Vietnamese Arts Inc Title: Reconnecting - Together We Rise Event celebrating Vietnamese community in Melbourne and resilience through COVID-19.	2050
7	Carlton Football Academy Title: Increase community participation in sports and tackle social problems in the community. To support young people to build skills, empower, belong and connect through sport.	8000
8	Carlton Scout Group Title: Carlton Scouts Access for All. Provide access to disadvantaged families to participate in scouts.	10,000
9	Channel 31 Melbourne and Geelong Title: Moving senior viewers online. Supporting non- English speaking seniors to access digital content, combating social isolation and addressing the digital divide.	10,000
10	Community Pop-up Markets LTD Title: The Grocer Gift Card. Providing open food vouchers for disadvantaged community members in Carlton.	14,400
11	HerSpace Limited Title: HerPathway A program of support to improve the health and wellbeing of vulnerable women in partnership.	15,000
12	HoMie (Conscious Creative Ltd) Title: The HoMie Pathway Alliance. A retail training and education internship program for young people experiencing homelessness.	19,736
13	Housing for the Aged Action Group Title: Connecting LGBTI Elders for Better Housing Project. A community reference group and program to inform, educate and support community at greater risk of homelessness.	15,000
14	Inner Melbourne African Australian Partnership (IMAAP) Title: IMAAP 2021 - Life Without Covid-19. Supporting community through a (holiday) program to improve connection and participation.	5000
15	Inner Melbourne Community Legal Title: International Student Legal Information Resource (ISLI). Delivery of an international student legal information resource.	5000

16	Islamic Museum of Australia Title: Community Week - Recharged! A series of events and activities in the city to make connections and foster harmony in partnership.	12,000
17	Kensington Neighbourhood House Title: Space to Create – Kensington makers social enterprise beginnings (STC). Building skills and capacity of local women across generations to make and sell goods.	16,799
18	Kensington Stockyard Food Garden Inc Title: Expanding the Kensington Stockyard Food Garden! Developing the food garden to welcome isolated community members and cultivate a diversity of culturally appropriate foods.	19,475
19	Kensington Town Hall Compost Hub Title: Local Waste Processing Hubs. Expanding compost hubs to service a wider community and realise low carbon solutions.	11,000
20	Latin Stories Australia Inc Title: Connecting our stories. A program for Latin American community members to build skills, understand culture, share and connect with Melbourne.	13,000
21	Minus18 Foundation Inc Title: LGBTQIA+ Youth Leadership Program. Training and development for this group of often disadvantaged young people to increase employment opportunities.	12,950
22	North Melbourne Language & Learning Title: Tech Connect - Digital Drop-In Program. An open access program to address the digital divide through digital access and digital literacy support.	14,700
23	Oromo Sports Federation Australia Title: Australian Oromo Soccer Tournament+ Oromo Family Day. African Australian and wider community connect and celebrate through sport and cultural activities.	10,000
24	Project Respect Title: Effecting systemic change to ensure services are inclusive and responsive to the needs and experiences of women in the sex industry and women trafficked. Project provides connection, health and wellbeing information to support better outcomes for vulnerable women in the community.	11,739
25	Refugee Council Of Australia (RCOA) Title: Refugee Week. Melbourne program to support and celebrate contribution of asylum seekers and refugees.	10,000
26	safe steps Family Violence Response Centre Title: Walk Against Family Violence 2021. Raising awareness, providing support and acknowledging those who experience family violence through Melbourne walk.	5000
27	Scope (Aust) Ltd Title: Telescope 'Tell Your Story' Project. Writing workshops for young people with a disability, to empower and build capacity.	10,000
28	St Vincent's Hospital (Melbourne) Title: A Multilingual Health Application. Development of an App to support healthcare for CLAD communities to empower and improve outcomes.	20,000
29	Statera Circus Title: The ACCESS Project. A workshop series for at risk young people in partnership for Docklands performance.	20,000
30	The Centre: Connecting Community in the North & West Melbourne Title: The Human Library Project. Diverse community members collaborate and share stories to develop understanding, build connection and belonging.	10,000
31	The Flemington Mission Title: Expansion of Fresh Food and Fellowship Programme. Increase capacity with additional equipment to increase support to vulnerable community members with meals and food packs.	5000

32	Transition Town Kensington Title: Kensington Community Farm Collective. Building food growing projects, gardens, in partnership with local organisations and communities.	12,000
33	Travellers Aid Australia Title: Travellers Aid Mobility E-Buddies. An e-bike service to support people with mobility challenges to be trialled at key Melbourne sites.	20,000
34	Ubuntu Project Title: In Our Hands. Supporting young residents of public housing in building capacity through leadership development.	12,000
35	United through football Inc. Title: United through African football and Cultural Festival. A program of sport and culture that connects the community of Kensington and North Melbourne.	10,000
36	Victoria Walks Inc Title: Women Who Walk: Kensington and North Melbourne. Facilitated walks with local women to increase physical activity, build connection and address social isolation for a disadvantaged cohort.	6000
37	Victorian Immigrant and Refugee Women's Coalition Title: Hey Sis: After School Homework Club. Program to support the empowerment of a group of young women from refugee and asylum seeker backgrounds.	5900
38	Victorian Skateboard Association (VSA) Title: Kensington Skateboarding Curriculum. Program for young people to gain VSA accreditation and support the active community of skateboarders in and around Kensington building capacity and connection.	20,000
39	Vincentcare Victoria Title: Women's Group founded as "The Nest". A program of support for women based on a successful Oznam House men's program to support empowerment, education and belonging.	7800
40	Westside Circus Inc. Title: Sisi Wote = All Together. A series of physical workshops for young CALD community members living in North Melbourne public housing. Building confidence, capacity and resilience in partnership.	20,000
41	Youth Activating Youth Title: Girls Leading Change. Co-designed activity for young women from multicultural communities in areas of leadership through a training, mentoring and workshops program.	12,000
Total recommended		\$491,529

Small Grants

No.	Organisation Name	Project Title	Panel recommend (\$)
1	African Australian Communities Leadership Forum Inc.	Operational Funding	1550
2	African Australian Women in Action	Operational Funding	1550
3	African Communities' Elderly Association of Victoria	Annual Bus Trip	1500
4	Australian Romanian Community Welfare Health and Services	Operational Funding	1550
5	Carlton Gardens Probus Incorporated ("the Club").	Operational Funding	1545
6	Carlton Residents Association Inc	Operational Funding	1550
7	Carlton Senior Citizen Organisation	Operational Funding	1550
8	Chinese Arts Association of Melbourne Inc	Operational Funding	1550
9	Docklands Representative Group	Operational Funding	1550
10	Drill Hall Community Garden Association	Drill Hall Community Garden	1550
11	Drill Hall Residents Association	Operational Funding	1550
12	East Melbourne Historical Society	Operational Funding	1550
13	Eastenders Inc.	Operational Funding	1550
14	Empowered Together Victoria Inc.	Operational funding	1550
15	Hair Aid Inc	Hair Aid Community Cuts Melbourne West Flag Staff (Salvation Army)	1500
16	Indochinese Elderly Refugees Association VIC	Operational Funding	1100
17	Kensington Association Inc	Operational Funding	1550
18	Kensington Chinese Friendship Association Inc	Operational Funding	1050
19	Kensington Stockyard Food Garden Inc	Operational Funding	1500
20	Kings Domain Football Club	Pre-Season Launch & Summer Series	1550
21	Life Activities Clubs Victoria Inc	Out there in Melbourne	1514
22	Melbourne Disc Golf Club	Disc golf trial at Royal Park	1500
23	Melbourne Line Dancing Group	Operational Funding	1550
24	Melbourne Men's Shed Inc	Connecting During Covid-19	1500
25	Melbourne Sunrise Probus Club Inc	Operational Funding	1550
26	Morning Exercise Melbourne Incorporated	Operational Funding	1550
27	Mudlarks Football Club	Operational Funding	1550
28	Muslim Professionals Association	Virtual Mentoring Program	1550

29	North and West Melbourne Association Inc	Operational Funding	1550
30	Parkville Gardens Residents Association Incorporated	Operational Funding	1550
31	Residents 3000	Operational Funding	1550
32	Retired Railway Employees Association	Operational Funding	1550
33	Salvation Army 'Support in Public Housing'	Community Garden and Ornamental Garden Program	1550
34	Spanish Speaking Elderly group of North Melbourne	Craft	1550
35	St Peter's Eastern Hill Social Enterprise Inc	Composting System	1550
36	The Parkville Association	Operational Funding	1550
37	The Probus Club of Carlton-Parkville Inc.	Operational Funding	1550
38	Toorak Prahran Cricket Club	Free Cricket	1500
39	UC GOSPEL HALL MELBOURNE	caring and sharing for senior members	1500
40	University High School Victoria University Amateur Football Club	Operational Funding	1500
41	Victorian Elderly Chinese Welfare Society Inc.	Wellness and Reablement Awareness and addressing cultural diversity	1550
42	Yarra Yarra Rowing Club	Operational Funding	1550
Total Recommended			63,709

5. Social Priorities Addressed

The above recommended applications address the following key social priorities:

- Allow children and young people to grow up healthy, safe and to their full potential.
- Create pathways to meaningful and secure employment for all members of our community.
- Support young people to remain engaged in education and provide opportunities for people of all ages to actively participate in lifelong learning.
- Prevent violence against women, promote respectful relationships and gender equality.
- Make eating healthy food an easier choice.
- Provide opportunities that welcome newly arrived residents, build understanding, social cohesion, belonging and resilience through intercultural and intergenerational connections.
- Increasing access and inclusion for people with a disability.

6. Community Cohorts Targeted

Recommended applications target the following community cohorts:

- Children (aged 0 to 12)

- Culturally and linguistically diverse
- Families and Children
- International students
- LGBTIQ+ communities
- Men
- Newly arrived migrants and refugees
- People with a disability
- People who are homeless or are at risk of homeless
- Residents
- Seniors
- Women
- Young people (aged 12 to 25)