



# Community Grants Program 2023-24 Guidelines



We acknowledge the Traditional Owners of the land, the Wurundjeri Woi Wurrung and Boon Wurrung Bunurong Peoples of the Kulin Nation and pay our respect to their Elders, past, present, and emerging.

The Maribyrnong City Council Community Grant Program provides funding to support projects and initiatives that will benefit the Maribyrnong community.

The focus for the 2023-24 Community Grant Program is to support projects and initiatives that:

- Encourage and remove barriers to participation in community and civic life.
- Build community and/or organisational capacity and strengthen networks.
- Support and enable community connectedness and wellbeing.
- Increase intergenerational and/or intercultural participation, understanding and opportunities.

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## COMMUNITY GRANTS AND THE COUNCIL PLAN

The delivery of the Community Grants Program is an identified action in the **Council Plan 2021 -2025** and applicants should identify which Council Plan objective their project aligns with when applying.

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## FUNDING

A total of \$255,000 is available across three categories:

Category	Funding
Small Grants	Up to \$1,000
Medium Grants	Up to \$15,000
Large Grants	Up to \$25,000

## ELIGIBILITY

In order to be eligible applicants must meet **all** of the following criteria:

- Project addresses one of the identified focus areas.
  - Be a not-for-profit community group, community organisation, agency, or certified social enterprise.
  - Be delivering the project within the City of Maribyrnong.
  - Have an Australian Business Number (ABN).
  - Have Public Liability Insurance cover of \$20 million.
  - The majority of project participants live, work, study, or volunteer in the City of Maribyrnong.
- \* *If you do not have not-for profit status, ABN number or insurance you may still be eligible to apply via an auspice organisation.*
- \* *Social enterprises must provide evidence of current certification by **Social Traders**.*
- \* *First Nations focused projects should be First Nations led.*

### Not eligible for funding:

- Projects that do not align with Council policies and values.
- Projects already funded by Council.
- Projects that are the primary responsibility of other levels of Government.
- Organisations with outstanding grant acquittals or debt owing to Council.
- Festivals.
- Projects that duplicate existing services/ projects.
- Core business.
- Artists seeking funding for their own creative/professional practice.
- Fundraisers and Awards.
- Capital works and facilities maintenance.
- Projects with a religious or political focus.
- Educational Institutions unless working in partnership with an eligible organisation.

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## SELECTION CRITERIA

- How the project addresses the nominated focus area.
- Evidence of community need.
- Evidence of collaboration with the identified priority community in the planning design and execution of the project.
- The change the project is hoping to achieve and how will that change be made.
- Capacity to deliver the project.
- Benefit to the Maribyrnong community.
- Project plan and budget are detailed, realistic, and achievable.

### The following will be prioritised:

- First Nations led projects.
- Projects from or developed in partnership with CALD communities, LGBTIQ+ people, young people, older people and/or people living with disability.

## REQUIREMENTS OF SUCCESSFUL APPLICANTS

### Successful applicants will be required to:

- Sign and return Funding Agreement.
- Provide EFT details and an invoice.
- Meet requirements of any relevant permits and permissions.
- Meet monitoring requirements and submit a grant acquittal that includes comprehensive data about participation and outputs and a financial declaration.
- Complete the project during the 2024 calendar year.
- an eligible organisation.

### Monitoring requirements:

Requirement	Small	Medium	Large
Attend successful applicant meeting	Optional	Yes	Yes
Attend project update meeting	No	No	Yes
Submit acquittal (including Financial Declaration)	Yes	Yes	Yes

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## HOW TO APPLY

Applications are submitted online via [maribyrnong.smartygrants.com.au](http://maribyrnong.smartygrants.com.au)  
 For technical support see [SmartyGrants Help Guide](#) or [SmartyGrants FAQ](#)

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## KEY DATES

<b>Tuesday 11 July 2023</b>	Applications open
<b>July 2023</b>	<b><u>Grant Writing Workshop and Community Information Session</u></b>
<b>4pm, Monday 14 August 2023</b>	Applications close
<b>November 2023</b>	Grant outcomes announced
<b>2024</b>	Projects delivered

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## QUERIES

**Community Grants Officer**  
 03 9688 0223  
[grants@maribyrnong.vic.gov.au](mailto:grants@maribyrnong.vic.gov.au)