

Please note: At the time of publishing, Government restrictions are in place in response to the COVID-19 pandemic. Council recommends that in the preparation of applications and delivery of grant projects individuals/groups are aware of and adhere to the most recent advice provided at visit <https://www.australia.gov.au/>

Community Safety Grants Guidelines

Contacts:

To discuss your Community Safety Grant application before applying, please contact:

Matthew Sims, Coordinator Community Safety and Municipal Fire Prevention 5220 7227
matthew.sims@gplains.vic.gov.au

Or

Shannon Fielder, Community Partnerships Officer 5220 7220
communitygrants@gplains.vic.gov.au

General Overview:

The Community Safety Grant Program looks for projects that help to achieve the goals and outcomes of the strategic objectives of the Golden Plains Shire Council's Community Safety Team.

The priority areas are:

1. Opportunities for residents to connect, to get to know their neighbours and build strong communities better equipped to survive and thrive during and after times of crisis.
2. Support activities which address specific risk factors within the community such as fire or crime
3. Small infrastructure projects which increase the safety of the community for example fire danger signs, communication boards or air conditioning units in public buildings

What will we fund?:

Council will consider applications from incorporated community groups and organisations for projects including but not limited to:

- Community gatherings which focus on resilience, getting to know your neighbor in preparedness for emergencies (Neighbourhood plans)
- Projects which increase the community's capacity to deal with specific threats e.g. fire, crime, extreme weather events
- Small infrastructure or equipment which increase the safety of the community

What won't be funded:

Council will not provide funding for the following:

- Activities that are inconsistent with Council priorities or Community strengthening grant program objectives
- An applicant whose project has received Golden Plains Shire funding for the same activity within the same financial year, including through budget allocation or another grant stream of funding
- An applicant that has overdue debts to Golden Plains Shire Council

- An applicant that has failed to provide satisfactory acquittal reporting from *any* previous Golden Plains Shire Council funding
- Projects that only provide direct financial benefit to a commercial business or individual with no significant community outcome.
- Projects outside of Golden Plains Shire
- Works that have already commenced
- Projects that will have a detrimental environmental impact
- Energy and water efficiency improvements to facilities that are not publicly accessible
- Projects that increase energy and water use (such as installation of new infrastructure)
- The purchase of land
- Revegetation that is required as a condition of a planning permit or illegal vegetation clearing
- Projects for which the funding is the responsibility of other levels of government
- Applicant labour and hire charges for applicant-owned equipment, which should be shown as an in-kind contribution
- Equipment which is the responsibility of the CFA or SES to provide to their local branches
- Works on private land which solely benefit the land holder and do not contribute to wider community safety objectives

Eligibility criteria

1. Community groups and organisations must be incorporated and not for profit
2. Groups may submit multiple applications per financial year but may only submit one application per project
3. Government organisations and agencies are not eligible to apply, however kindergartens, Committees of Management, other community committees and local branches of larger organisations (like CFA and SES) are eligible
4. Primary and Secondary schools are eligible to apply for Community Safety projects which are completed fully within Golden Plains Shire as long as the project is not solely curriculum based and can strongly demonstrate a partnership with another community organisation.
5. Applicants must match the requested funding through either cash or in-kind (volunteer labour) contributions.
6. The number of times an applicant has previously received funding through the Community Safety Grant stream will be considered during the assessment process. Council may choose not to fund a project by applicants who have previously received funding should the program be oversubscribed
7. For community facilities, applicants must either be the owner of the building/facility or have the written consent form the owner
8. If the community facility is Council-owned building, the applicant must discuss the project with a Golden Plains Shire Council officer prior to submitting the application.

Funding criteria (weighted, out of 100):

All applications will be assessed by an internal assessment panel against the following criteria:

1. Clear objectives that align with the grant focus areas

The objectives of the project are clearly identified 10%

The project and the intended target group aligns with the grant focus areas 30%

2. Direct benefit to the Golden Plains Shire Community

Increase the capacity of the Community to create preventative measures around risk and safety 20%

Increase the understanding of the Community of safety and risk specific to their area 20%

3. Capacity of the organisation to manage the funding and deliver the service or program

Clearly demonstrated ability to manage and implement the project 10%

The application contains a detailed, clear and accurate budget 10%

Funding Rates

The following rates should be used as a guide when calculating budget item expenses

- In-kind community group/individual labour - \$30 per hour
- Professional services provided by a qualified tradesperson - \$45 per hour

Funding Conditions

- All applicants must acknowledge that they have read and understood the legislative requirements for volunteer health and safety
- All applicants must submit a completed application form and the appropriate finance forms to Council before the closing date to be considered for funding
- Applicants will be advised in writing of the outcome of their application by June 30 for Round 1 applications and by November 30 for Round 2 applications
- If successful, funding will be paid directly into the bank account specified in the application
- Grant approval is subject to the applicant demonstrating that they have obtained the necessary permits or approvals required to complete the project
- All projects must be completed within 12 months of receiving funding notification unless Council gives prior written permission for an extension. Extensions may be granted up to a maximum of 6 months.
- Applicants are required to submit a final project report at the completion of the project. The will also be done through SmartyGrants
- Council will audit a minimum of 10% of projects annually and applicants must allow property access for Council Officers to conduct these audits. Applicants must also submit information regarding project expenses upon Council's request
- Council accepts no responsibility for budget over-runs
- Council accepts no responsibility for the ongoing maintenance of projects unless otherwise agreed to in writing

Assessment process

Projects will be assessed via a competitive process whereby a panel of 3 Council officers relevant to the specific stream of funding make an initial assessment against the criteria below. Final endorsement will be given by the CEO. All applicants will be informed on the outcome of their application in writing.

Applicants may appeal decisions made in writing to the CEO as outlined in Council's Community Grants Policy

Important: Meeting all the criteria does not guarantee that an application will be successful. Budget constraints will ultimately limit the projects that can be funded in any given financial year.

What happens after the assessment process?

Unsuccessful applicants will be advised by post or email in July 2020 for round 1 and November 2020 for round 2

Successful applicants will be contacted and required to enter into a contractual agreement with Golden Plains Shire Council in accordance with the Funding guidelines below

Features of a strong funding application:

There are ways to make your funding application more competitive:

- Clearly outline what is proposed, why it is needed, how it will be achieved, who is involved and where it will take place
- Provide relevant support material – preference will be given to projects which can demonstrate clear, defined partnerships with other community organisations. Provide letters of support from partner organisations/groups.
- Provide relevant support material that shows the potential of the proposed activity (this might include quotes for work, reference to your towns community plan or letters of support from partners or other community organisations)