



COMMUNITY INFRASTRUCTURE GRANTS 2020



Benalla Rural City Council has transitioned to using the online SmartyGrants platform for all grant submissions. Applications will only be accepted via SmartyGrants.



Do you need help with pulling your idea together or submitting an application?

Benalla Rural City Council Community Development team will be available to assist applicants.

We encourage anyone considering applying for a grant to discuss their application with the Community Development Coordinator.

Please contact the Council's Community Development team on (03) 5760 2600 to chat about your idea or application.

COMMUNITY INFRASTRUCTURE GRANTS

BACKGROUND

Benalla Rural City Council has received \$1M in Drought Funding from the Australian Government's Drought Communities Programme. Of this, \$335,000 is being allocated as a Community Fund, meaning eligible community groups can apply to Council for up to \$20,000 to deliver community infrastructure projects.

The Community Infrastructure Grant program is a two stage process. The initial stage is through an expression of interest process where applicants must provide a basic overview of their project. Applications submitted in this stage will be assessed by Council staff with successful applicants being invited to the full submission stage. In this stage applicants can add further detail to their application such as quotes, letters of support, and a detailed budget.

PROGRAM OBJECTIVES

The funding is for infrastructure projects that create employment for people whose work opportunities have been impacted by drought, provide social benefit, stimulate local spending or provide a long-lasting benefit to communities and the agricultural industries on which they depend.

Examples of eligible projects include facility upgrades, such as:

- kitchen or toilet upgrades
- fencing
- solar panels
- water tanks
- lighting additions or upgrades

Repairs and maintenance are also eligible for funding.

ELIGIBILITY

Eligible Applicants

- Incorporated community based and not-for profit groups and organisations
- An unincorporated organisation sponsored by an incorporated organisation

Ineligible Applicants

- Individuals
- Individual businesses, government agencies, political groups, religious groups and organisations
- Applicants who have not satisfactorily acquitted previous Council grants or who have outstanding debts to Benalla Rural City Council

Eligible Applications

- Upgrades to facilities to improve access or safety for the community
- Purchase of equipment specifically for the purpose of supporting programs or community access
- Maintenance works for community facilities
- Examples of eligible projects include facility upgrades, such as kitchen or toilet upgrades, fencing, solar panels, water tanks, lighting additions or upgrades. Repairs and maintenance are also eligible for funding.

Applications will not be considered if:

- Projects are undertaken outside the Benalla municipal boundary
- Grant funds are for staff wages and salaries
- Works is for buildings that are primarily used for religious or political activities
- Works is for buildings that are managed and occupied by for-profit organisations
- The project or activity has already begun or been completed
- The project does not involve or benefit the Benalla Rural City community
- The projects or organisation is unable to secure required insurance coverage
- The project is an event, promotion, prize and or award ceremony

ASSESSMENT CRITERIA

To determine which project applications will be invited to the full submission stage an assessment panel will consider each application against the following criteria:

Expression of Interest Stage

- Is the organisation eligible to apply?
- Is the project sustainable? Will the project require recurrent funding from the Council?
- Why is the project needed? How will it provide community benefit? (40%)
- How will your project support the funding program objectives? (40%)
- Is the budget realistic? (5%)
- Ability to deliver the project. (15%)

Full Submission Stage

If invited to the full submission stage, applicants will be required to provide further detail:

- How has the community need for the project been identified? (Letters of Support can be included to help substantiate the need)
- What planning has been undertaken leading up to the application?
- Does the organisation have appropriate insurance and a risk management strategy?
- Are there benefits to the broader community rather than just to the members of the applicant organisation?
- Quotes where the purchase of goods and services form part of the proposal
- Organisations' financial details

FUNDING TERMS AND CONDITIONS

- Applications must be submitted through the [Benalla Rural City Council SmartyGrants portal](#)
- A member of the organisation's executive must sign the application.
- All grants must be used for the purposes outlined in the application.
- All activities associated with the project must be legal and include all required permits.
- Applicants must also detail the financial status of their organisation to assist in the fair and equitable allocation of Council funding.
- Applicants must indicate all other sources of funding they have sought and/or received in relation to the project.
- Wherever possible goods and services should be purchased from Benalla-based providers.

IF YOUR APPLICATION IS SUCCESSFUL

- Successful applicants will be required to demonstrate project outcomes through photos, reports, media releases, testimonials, etc.
- A letter of offer will be provided to successful applicants. The letter must be signed and returned as proof of acceptance.
- An acquittal form will be provided to the successful applicant which must be completed within three months from the date project completion.
- The acquittal form must include proof of expenditure, including receipts and financial statements.
- The project must be completed by 30 June 2021.
- Any funding not expended for the project must be returned to the Council.
- The financial support provided by the Council and the Australian Government must be acknowledged wherever possible.
- Successful organisations agree to the Council using information from their project in its Annual Report and Council publications.
- To vary the purpose for the funds, written permission must be obtained from the Council.

ONLINE APPLICATION AND FURTHER INFORMATION

You can find the online application and more information about the grants at benalla.vic.gov.au/community-grants. If you still have questions after you've viewed the website or need assistance with your application, contact the Council's Community Development Team on 03 5760 2600.

Applications must be submitted by 5pm on Friday 4 September 2020.