



Moreland
City Council

THRIVE

COVID Community Recovery Grants

2020/2021 Program Guidelines



Purpose:

This grant program is to support community ideas that have been developed to respond to the impact of COVID19. The recent pandemic has affected the community in a myriad ways and these grants focus on specific areas that have been identified by checking with service providers in Moreland. They are targeted at not-for-profit incorporated community groups or groups auspiced by another incorporated organisation. These grants have been designed to help our community of Moreland thrive.

Funding up to \$5,000 is provided to community organisations for one-off project implementation and development that benefits and engages the Moreland community.

Submissions must provide evidence of a community need and a clear benefit to the wider Moreland community.

Individuals must be supported and auspiced by an incorporated entity, preferably a Moreland based community group, to be eligible for funding. It is expected that the auspice organisation supports the project. See Auspice Organisations on Page 5 for more information.

Objectives

The COVID Community Recovery Grants Program objectives are to:

- Support community led activity;
- Increase the participation of community in local activities and programs;
- Encourage and support volunteering;
- Develop and learn new skills to participate within COVID restrictions;
- Provide leadership opportunities to test new ways of communicating and connecting to community.

Who can apply?

Organisations and Community groups

To apply for funds through any this grant program, **organisations** must:

- Be not-for-profit and managed by a volunteer board/committee of management,
- Be incorporated or auspiced by another incorporated organisation.
- Have adequate public liability insurance,
- Have no outstanding grant acquittals or outstanding debts owing to Council,
- Be able to supply financial statements and information as requested,
- Be able to meet conditions associated with receiving the grant,
- Demonstrate the proposed activity is consistent with Local, State and Federal laws including the Charter Human Rights and Responsibilities Act 2006 and the Victorian Equal Opportunity Act 2010 and
- Be able to provide supporting data proving that the project is adequately costed.

Priority Groups

This program supports proposals that by the priority groups listed below and groups that support the following groups. We acknowledge that an individual may identify as a part of several of these groups and may experience addressed challenges.

- Asylum seekers, migrants, including those with temporary visas including international students
- People with disability
- Aboriginal and Torres Strait Island communities
- Women
- LGBTQIA+ communities
- Young people
- Older people
- Volunteers
- Those without digital access
- People on low or no Income
- People who are are unemployed or underemployed
- People who are homelessness and risk of housing stress,
- Victims of family violence,

Funding priorities / Keys areas for projects

Social Isolation/connection

Social isolation has consistently been reported as the highest reported need in the Moreland community during Covid-19. Mental health, wellbeing and isolation are likely to continue into the recovery phase and there are particular needs and people that are falling through the gaps e.g. older residents and those without internet access). There is a need to rebuild confidence, trust and connections between people.

Social Cohesion

This area can focus on community participating in decision making, making connection between newly arrived communities, addressing racism in and/or support in gaining employment. Migrants, refugees, asylum seekers, international students, new arrival communities, unemployed, women and children and mainstream communities are important to engage at this stage.

Safety and Wellbeing

Emerging evidence suggests Covid-19 has increased gender inequality, with women taking on the burden of care work and education of families, experiencing a decrease in wellbeing more generally and more likely to become unemployed. It is also expected that there will be an increase in family violence reporting with the easing of restrictions/ social distancing.

The pandemic has also affected the way we can exercise and access food, so activities that encourage physical activity and healthy eating are also encouraged.

LGBTQIA+ communities have also reported feeling less safe during Covid-19 and some have experienced poor wellbeing. There is a need for projects that support gender equality, decrease discrimination and violence and increase wellbeing.

Digital Inclusion

The pandemic has magnified access to digital technology for Moreland's vulnerable communities. Access, affordability, many household members using device/internet at same time and navigating the supports available are all issues that will remain long after Covid-19. There is a need to support Individuals, households and community groups/organisations with limited skills or equipment/ technology to access available resources and devices to participate online.

What can be funded?

- Fees for temporary staff to implement a project/ activity i.e. project work, tutor. Artist, instructor, speaker or labourer.
- Advertising publicity and promotional costs.
- Venue or meeting room hire.
- Materials or other items essential to the project/activity.
- Equipment Hire Costs.
- Transport costs for activity participants.
- Volunteer support expenses.
- Costs to support participation or people with a disability with the project or activity.
- Communications, media and marketing.
- Demonstrated collaborations and partnerships with other groups

What won't be funded?

- Purchase of equipment, uniforms or capital expenditure.
N.B. Exceptions will be made to purchase equipment to carry out the activity and will remain the property of the group. The equipment will be an asset that can be borrowed by members to carry out the activity.
- Payment of wages or salaries associated with project management or administration.
- Projects that are part of the organisation's annual or regular program/activities or a duplication of an existing service or an on-going activity.
- Projects or events that are ticketed whereby generating an income from ticket sales.

Assessment criteria

Grants will be assessed on their overall benefit to the community, their contribution to addressing the priority areas. All eligible grant applications will be assessed against the criteria set out below:

1. Community led - involve community to plan and deliver the project.
2. Inclusion- take into consideration needs of the specific groups in the community to ensure maximum participation.
3. Build on strengths of local community - harness the skills, talents and knowledge of the local community.
4. Collaboration - involve other people and groups doing similar work. Partner with the community to support existing networks and resources.
5. Flexibility - ability to adapt delivery methods to diversity of participants or restrictions.

All project proposals need to have the following:

- Clear purpose for the project and what it wants to achieve
- Description of what the project is about and whom it will involve.
- Identify what key area you want to focus on and which priority group.
- Provide a budget that includes your expenses, any donations and volunteer contribution.

Auspice Organisations

Auspicings helps organisations who are not incorporated or who do not have an ABN access grant funds. An auspice organisation must be incorporated and have an ABN. The Auspice organisation accepts legal and financial responsibility for the grant if successful.

Groups that are being auspicied can submit applications directly, however, the funding agreement for successful grants will be made between the auspice organisation and Council, and grant money will be paid directly to the auspice organisation.

Speak to your local [Neighbourhood House](#), community health service or established community organisations if you need to be auspicied.

For more information please see <https://www.nfplaw.org.au/auspicing>

Steps on how to apply

- Access the application online at moreland.smartygrants.com.au,
- Check your eligibility against the criteria,
- Discuss your proposal with a Council Officer,
- Seek quotes for all expenses for your proposal,
- Seek letters of support and establish partnerships and links with other groups,
- Read the guidelines on the grant you wish to apply for before completing your application,
- Provide all supporting documentation to attach electronically to your submission, including photographs, quotes, financial statements and insurance, and
- Submit your application online by the due date.

Canvassing or lobbying Councillors, Council employees in relation to a grant application, is prohibited. Any application submitted by an applicant that lobbies or canvasses a Councillor, Council employee or independent assessor in relation to their application will be deemed ineligible.

Timeline:

Grant Type	Grants Advertised	Applications Due	Expected Notification
Community Grants Up to \$5000	9 July 2020	7 August 2020	End of August

Assessment and approval process

Council Officers will determine the eligibility and assessment of each application based on the content of these guidelines.

Applications will be assessed initially by Council Officers to ensure the application is complete and meets the eligibility requirements. If the application is deemed eligible, it is then examined in more detail and assessment criteria relevant for the respective category.

An internal assessment panel will assess all applications and propose recommendations to the Director Community Development for final approval.

Successful applicants

You will receive a notification of successful funding and an agreement that must be signed and returned to Council.

- Payment can only be made once you return your funding agreement to accept the terms of the funding.
- Make sure you adhere to any special conditions outlined on your funding agreement or letter.
- Do what you said you would do in accordance with your application.
- Tell Council in advance if your funded project is predicted to be different from your application in any way.
- Acknowledge Council's support by use of the Community Grants Logo.
- Take photos and relevant notes during your project.
- Finally, evaluate and acquit the project and tell Council how the project went, the good and the bad.

Reporting and acquittal requirements

An acquittal report is required at the end of the funding period or as specified in the term of the funding agreement.

- All copies of receipts for payments to service providers.
- All copies of publications in relation to the funded activity acknowledges Council's contribution by using the Community Grant Logo or with the following statement *"This project has been funded by Moreland City Council"*.
- Provide photographs of the activity, event or project

Submitting online

Applications will only be assessed once submitted formally online (moreland.smartygrants.com.au/) and you have received a confirmation of submission to your email address along with a pdf copy of your submission for your records. **Under no circumstances will late applications be accepted.**

Discuss your project with a Council Officer

Council Officer contacts are correct as at May 2020

Focus Area	Officer Name	Telephone	Email
Social Isolation/ Connection	Elly Gardner	9240 2367	egardner@moreland.vic.gov.au
	Veronika Pradel		vpradel@moreland.vic.gov.au
Social Cohesion	Petr Svoboda	9240 2467	psvoboda@moreland.vic.gov.au
	Nelum Buddhadasa		nbuddhadasa@moreland.vic.gov.au
Safety and Wellbeing	Elissa McMillan	9240 2203	emcmillan@moreland.vic.gov.au
	Lee Tozzi	9240 2388	ltozzi@moreland.vic.gov.au
	May Haeder	9240 2313	mhaeder@moreland.vic.gov.au
Digital Inclusion	George Paris	9240 2469	gparis@moreland.vic.gov.au
	Petr Svoboda	9240 2467	psvoboda@moreland.vic.gov.au

To find out more:

You must speak to a Council Officer prior to submitting your application. Officers will be able to assist with developing your ideas and guidance on Council's priorities.

If you are still unsure of what applies to you, or what action to take, please:

Visit our website:

<https://www.moreland.vic.gov.au/>

Email

grants@moreland.vic.gov.au

Call us

9240 1111

Moreland Language Link

廣東話 9280 1910

Italiano 9280 1911

Ελληνικά 9280 1912

عربي 9280 1913

Türkçe 9280 1914

Tiếng Việt 9280 1915

हिंदी 9280 1918

普通话 9280 0750

ਪੰਜਾਬੀ 9280 0751

All other languages
9280 1919