

COMMUNITY GRANTS

Community Open Round Guidelines

ONKAPARINGA GRANTS

As a part of our [Community Plan 2030](#), we are committed to a shared vision for the City of Onkaparinga. This includes supporting the many community groups, businesses and individuals who make our community a vibrant place to live, work and play. One way which we can do this is through our Grants Program.

BEFORE YOU GET STARTED

Before applying, we strongly encourage you to discuss your proposal with our Grants Officer.

Grants Officer

Phone (08) 8301 7355

Email grants@onkaparinga.sa.gov.au

APPLICATIONS

To be successful, applications need to meet the requirements in these guidelines.

To apply visit www.onkaparingacity.com/grants

Please note we are only accepting applications via our online application system.

Applications close

Expressions of interest close

Tuesday 1 March 2022 (at midnight)

Presentations (those invited to participate)

Sunday 10 April 2022, 2pm–5:30pm

Frequently asked questions

Please refer to the Grants page on our website for frequently asked questions (FAQs).

Definitions

Please refer to the [Grants Policy](#) on our website for up to date definitions.

Onkaparinga Grants **BRING YOUR IDEAS TO LIFE.**

CITY OF ONKAPARINGA

APPLY NOW

FUNDING INFORMATION

Grants of \$2000 are available per application.

Purpose

The Community Grants – Community Open Round provides funding opportunities that aim to foster community participation in a range of initiatives which build capacity, connectedness, wellbeing and a sense of place. These grants encourage and celebrate our community and cultural life, aligning with the Community Plan 2030 pillars of 'People', 'Place' and 'Prosperity', strategic plans including (but not limited to) the Community Capacity Strategic Plan 2021–24, Inclusive Communities Action Plan 2021–2024, Arts and Cultural Development Action Plan 2021–25.

These grants provide an opportunity for applicant's whose projects, activities or timing don't quite fit with some of our other grants to apply for funding. It also offers the chance to showcase potential projects/activities to the wider community and gives the community an opportunity to decide who and what is funded.

The Community Grants – Community Open Round provides funding to:

- help achieve our Community Plan 2030 outcomes and other strategic priorities
- support community-led initiatives that wouldn't otherwise happen
- build the capacity and capability of our communities
- improve the quality of life for our communities.

Objectives

The objectives of the Community Grants – Community Open Round are to contribute to:

- offering alternative approaches to reducing social isolation (encouraging people in our community to connect with new friends, re-join old networks or simply get to know their neighbour)
- increasing skills, knowledge and leadership capability within our community, and building community capacity through learning and sharing of knowledge (make an impact and leave a legacy that lasts beyond the time of the activity)
- increasing opportunities for community members to participate in activities that celebrate the arts and cultural diversity
- increasing opportunities and providing encouragement for people to get out and enjoy, explore and appreciate our local public places (whether it is our parks, reserves, creeks, beaches, main streets or community centres).

Funding information

- Council may prioritise expressions of interest that align best with our Community Plan 2030 and other strategic plans and action plans.
- The project must be completed and funds acquitted in accordance with the agreed terms and conditions.
- The successful applicant is responsible for all project costs over and above our grant.
- Applicants should be aware of their responsibilities to comply with federal government taxation requirements. For information or advice on whether you should be registered for GST or need an Australian Business Number contact the Australian Taxation Office info line on 132 866 or visit their website at www.ato.gov.au

ELIGIBILITY CRITERIA

Who can apply

- not-for-profit organisations
- individuals
- Only one project will be considered for funding, per applicant, per year.
- must have an appropriate level of insurance(s) – for example (but not limited to) Public Liability Insurance – proportionate to the risk associated with the program/project being undertaken (this can be purchased as a 'once off' cover and should be included in the budget costs). Successful applicants may be required to produce a copy of the certificate of currency when submitting the signed Conditions of Funding. Successful applicants without sufficient insurance(s) may need to obtain appropriate cover prior to the release of grant funds and any permit approvals given. Contact Local Community Insurance Services www.localcommunityinsurance.com.au or your insurance broker for further advice/assistance.
- must not have an overdue grant acquittal with City of Onkaparinga. You will need to satisfactorily acquit previously awarded grants before being eligible to apply for this grant. Organisations that have had unsatisfactory dealings with council may also be precluded from receiving funding. Please refer to our [Grants Policy](#) for further information.

Please refer to our [Grants Policy](#) for definitions of organisation types.

Applicants may seek funding for activities that indicate they may return a profit, however during the shortlisting process consideration will be given to whether council funding is required in order for the activity to go ahead, and also how the profits are likely to be used.

Groups or organisations that are currently in receipt of other council funding may apply, providing that they can demonstrate that the application is for a new program/activity or a different stage of an existing program/activity.

Who is not eligible

- Businesses
- Schools
- Elected members and employees of the City of Onkaparinga must not be involved in the development of a grant application and are not eligible to sign or be listed on any grant application. Refer to the [Grants Policy](#) for more information.

What we can fund

- projects or activities located in the City of Onkaparinga
- projects or activities that provide benefits to the wider community
- projects or activities that target marginalised groups within our communities
- projects or activities that address a demonstrated need
- projects or activities that do not duplicate other locally available services.

What we won't fund

- projects which are not located in the City of Onkaparinga
- payment of ongoing salaries. However once-off facilitator/trainer fees or initial insurance for the program/activity are acceptable
- recurrent operational costs (e.g. telephone, electricity, cleaning/maintenance, utility bills, ongoing insurance)
- minor equipment purchases relating to recurrent operational costs (i.e. items purchased on a frequent basis)
- prize money, awards and trophies
- programs previously funded, unless it is a new stage of that program
- fundraising via direct requests for donations or sponsorship.

Additional requirements

- Expressions of interest must be received by the deadline of the funding program through the SmartyGrants online system. Late applications will be deemed ineligible and will not be accepted.

Applicants must apply online by submitting an expression of interest through the Grants page on our website: www.onkaparingacity.com/grants

Shortlisting process

Once an expression of interest (application) has been received:

- receipt of application will be acknowledged via email
- applications will be checked for eligibility
- shortlisting of applications will be undertaken by a panel
- shortlisted applicants will be invited to pitch their idea as part of an event where other shortlisted applicants will vote on their top projects/activities for funding
- applicants will be advised of the outcome of their applications at the conclusion of the process.

Prioritisation

In the shortlisting process, priority will be given to projects/programs that address an identified gap and do not replicate existing services.

Where applications have equal merit, priority will be given to projects that:

- will achieve the greatest benefit for our city and broader communities
- target marginalised groups within our communities (e.g. social disadvantaged, culturally and linguistically diverse, Indigenous Australians, people with a disability, youth/children, mature aged)
- encourage community participation and inclusivity to reduce social isolation
- are free or low cost
- support health and or wellbeing outcomes
- will increase the geographic distribution of funding (for this grant) across our city.

Assessment - how successful applicants are decided

Applicants who are successful in the shortlisting process will be invited to an event to make a short pitch which outlines the project/activity they are hoping to have funded. This will involve a four minute presentation of their idea and why it should be funded. This can take the form of a speech, or even a song or skit. Your pitch will be presented to the other shortlisted applicants. The pitches/presentations that receive the most votes will be selected to be funded (\$2000 each, regardless of the project costs).

CONDITIONS OF FUNDING

Conditions of funding

The following conditions of funding apply:

- The funding provided must be used for the approved activities. Any changes to the funded activities detailed in the expression of interest may not be undertaken without prior written approval from council.
- Applicants must obtain any necessary approvals and meet any costs associated with those approvals.
- Where required, the applicant will ensure that the project complies with all the relevant acts, codes, standards and applicable legislation, including, but not limited to, the *Child Safety (Prohibited Persons) Act 2016*, *Disability Discrimination Act* and *Work Health and Safety Act 2012*.
- A certificate of currency for Public Liability (proportionate to the risk associated with the program/project being undertaken) must be provided along with the signed Conditions of Funding.
- At the completion of funded activities an acquittal report including an expenditure statement must be provided in line with the agreed funding conditions. Failure to do so may jeopardise future funding applications.
- Our City of Onkaparinga logo shall be used on all material relating to the funded activities and an appropriate acknowledgement of our funding must be given by the recipient in all promotional material, announcements and reports of the activities to the public.