

Overview

The Community Groups Assistance Fund has been developed as part of the City of Stirling Economic Stimulus and Community Recovery package in response to the COVID-19 pandemic. It is aimed at invigorating localised community capacity building programs and/or providing activation of the four Community Hub locations as well as local community centres.

Funding will be allocated to projects that support initiatives which meet these main objectives:

- Build the capacity and wellbeing of the City of Stirling community.
- Enable organisations and community members to create lasting community connections in place.
- Meet the objectives of the City's Social Plans.

Funding available

Grants are available of up to:

- \$500 for individuals and non-incorporated organisations
- \$5,000 for individuals/collectives with no ABN, and
- \$10,000 for sole traders/ incorporated organisations/small businesses and Not-For Profit groups.

Eligibility

Eligible activities include the implementation of community capacity building and wellbeing initiatives, neighbourhood get-togethers (Get to Know Your Neighbours grants) or development of new projects and events for the benefit of the community.

Initiatives must demonstrate they meet the main objectives of the funding:

1. Build the capacity and wellbeing of the City of Stirling community.
2. Enable organisations and community members to create lasting community connections in place.
3. Meet the objectives of the City's Social Planning objectives

Other eligibility requirements:

- Individual applicants must reside in the City of Stirling.
- Projects, events or activities should be of direct benefit to the City of Stirling community
- Projects, events or activities must be delivered within the City of Stirling
- An event application must be submitted for all events or activities with more than 100 people in attendance
- Majority of participants for the project must live, work or study in the City of Stirling
- Have sustainable outcomes (recurrent funding will not be given and programs that require this will be less likely to be supported)
- Applications must be submitted a minimum of (8) eight week prior to the commencement of the project
- All funding needs to be awarded by the 30 June 2021 and acquitted by December 2021
- Any projects being held in a City of Stirling Leisure or Community Centre need to take place by 30 June 2021, and be acquitted by 30 July 2021.

The following recipients and activities will not be eligible for funding:

- Applicants that have not met the terms and conditions of previous grants or have outstanding acquittals or debts to the City.
- The same project has received funding from the City of Stirling in the past.

- Costs associated with a project which have been accumulated prior to approval of the Community Groups Assistance Fund.
- Cost associated with the running of an organisation or business (e.g. websites, admin and overhead cost, computers, printers etc.)
- Organisations aligned to a political cause.
- The faith-based activities of religious organisations, this includes worship activities of a religious entity or group such as preaching, delivery of sermons, prayer services, rituals and the like.
- Activities or projects that are already funded or supported by the City of Stirling.
- Funds will not be provided to purchase alcohol.
- Applications will not be approved for the same activity more than once per financial year.
- Projects that duplicate an existing or similar project or services within the community.

Assessment criteria

Community Capacity and Wellbeing outcomes (40%)

- Support the development of strong, resilient communities and residents that are engaged with and contribute to their local community.
- Work with stakeholders to support a strong collaborative community services sector that is engaged with and support the diverse needs of specific community demographics.

Connection to the City of Stirling (40%)

- Empower connected and inclusive communities where residents feel a sense of belonging and have access to a wide range of community networks, wellbeing and capacity building initiatives.
- Enable community members to create lasting connections with their neighbours and/or localised community hubs.

Project viability and sustainability (20%)

- The likelihood proposed outcomes will be met and ability of applicant to deliver the project
- The potential for the project to lead to or support other opportunities or projects in the future
- Financial viability of project and effective use of resources

Acknowledgment of grant funding

Successful grant recipients are required to acknowledge the City's contribution to funding by at least one or more of the following:

- Verbal and/or written acknowledgment of City of Stirling support
- Social media hashtags and @ mentions
- Logo on public project materials

Assessment and notification of funding

- Eligible applications will be assessed against the criteria and funding recommendations made by a designated panel of up to two City of Stirling Officers.
- Notification of outcomes will generally occur within 10 working days of an application being submitted.
- The Assessment Panel may recommend full, part or no funding.
- Transfer of grant funding can take up to 30 business days to process.
- Officers may request further information in considering any application, as well as the right to reject any application that is not eligible or does not adequately satisfy the criteria.

- Successful applicants will receive formal notification along with a checklist of requirements to access the funding.
- Unsuccessful applicants will be notified as soon as possible and provided with feedback as to the reasons the application was not successful and the procedure for appealing a decision.

Appealing a funding decision

Community Groups Assistance Fund appeals must:

- a) Be made in writing to the Director Community Development;
- b) Be received within 21 days of the funding decision being advised;
- c) Be received prior to the project start date; and
- d) Address the grounds on which the appeal is being made.

Appeals will be responded to within 21 days of being received.

Acquittal

Following completion of the project applicants are required to submit an acquittal, giving a brief overview of the project and whether expected outcomes were met and providing evidence of project expenditure.

Canvassing of Elected Members

Please note that, if prior to the determination of a Grant, an Applicant (or any agent) canvasses any Elected Member of the City of Stirling, or attempts to provide additional information, either directly or indirectly, on any matter relating to the application to an Elected Member, the person/organisation may be disqualified and the grant excluded from being considered for approval.

Ready to apply?

Step One	Contact the City of Stirling's Community Collaborations Officer on 9205 8555 or email familyservices@stirling.wa.gov.au to discuss your idea.
Step Two	Complete the Community Groups Assistance Fund Application Form online via the City's Smarty Grants portal . You should answer all the questions provided with as much detail as possible. Your responses will enable the assessors to make their decision.
Step Three	Submit your application. Once you have submitted your application you will receive an email acknowledging receipt. We aim to provide an outcome within 10 working days of receipt of complete applications, though in some circumstances this may not be possible. Applicants will be notified of funding decisions via email.



Community Groups Assistance Fund Application guidelines

Contact us

For more information or to discuss your funding application, contact the City of Stirling's Community Collaborations Officer on 9205 8555 or email familyservices@stirling.wa.gov.au

The Translating and Interpreting Service (TIS) is available on 13 14 50 and can contact the City on your behalf.

The National Relay Service (NRS) can contact the City on your behalf

TTY/voice calls 133 677

Speak & Listen 1300 555 727

SMS relay 0423 677 767

Office Use Only	
Date last reviewed	1/12/2020
Date next review	1/02/2021
Officer	CA