



# Multi-year Community Impact Grants

## Program Guidelines

### What is the purpose of the grants program?

The Community Impact Grants program provides three-year funding for community initiatives that directly benefit the City of Unley community, enhance social inclusion and build skills in the community to grow resilience.

Being socially included means that people have the resources, opportunities and capabilities they need to:

- Learn (participate in education and training);
- Work (participate in employment, unpaid or voluntary work including family and carer responsibilities);
- Engage (connect with people, use local services and participate in local, cultural, civic and recreational activities); and
- Have a voice (influence decisions that affect them).

(Australian Social Inclusion Board 2012)

This program aims to build on the strengths of the community as the source of solutions to identified community need and foster partnerships across communities and industries. Grant funding can often be a catalyst for the establishment of partnerships.

Multi-year funding provides the opportunity to develop innovative projects, which require longer timeframes to achieve outcomes. In addition, multi-year funding allows grantees to develop their plans for sustainability and evaluate their project over time.

### What funding is available?

We welcome applications for amounts between \$5,000 and \$10,000 per annum for the three years. Applications must be for the same amount each year.

This program is open for applications from 22 February 2021 until 20 May 2021.

### What are we looking for?

We are looking for initiatives that build on the strengths of our community as the solution to local or global issues. This program provides an opportunity for new or existing initiatives to be developed and improved over three years into sustainable programs.

Your initiative and/or partnerships do not have to be fully developed at the stage of application. However we do ask that you detail a plan for how both will develop over the three years.

Applicants with a proven track record of engaging the community will be viewed favourably. However, new applicants should not be discouraged from applying, particularly if the initiative is innovative, creative and promotes new partnerships.

Please refer to Multi-year Community Impact Grants Hypothetical Case Studies for examples of projects which could be eligible for grant funding.



## What is Eligible?

The following or a combination of the following can be funded as long as the focus of the initiative is community benefit and social inclusion and it has a life span of three years.

- Materials
- Equipment
- Professional development
- Services and contractors
- Project staff to undertake the specific project
- Data collection
- Research and evaluation
- Promotion
- Catering
- Venue hire (non-council facilities)
- Volunteer reimbursements

This is not an exhaustive list and we encourage you to discuss your application's eligibility with us.

Council may be able to provide in kind support for facilities, materials, staffing, etc., subject to negotiation.

## What is ineligible?

- Projects already receiving funding from Council.
- An application that is considered to duplicate an existing initiative or program that operates in the City of Unley.
- Projects which will be repeated for three years without developing over time.
- Projects which are not aligned with Council's Community Plan 2033.
- Payment of ongoing salaries.
- Recurrent operating costs.
- Building maintenance costs.
- Items for private use.
- Reimbursement for travel allowances.
- Venue hire for Unley Council facilities.
- Gift vouchers or purchase of items to be donated to a third party.
- Applications for reimbursement of funds already spent.
- Projects which will generate profit, unless funds will be reinvested into the project.
- Applications better aligned to Council's other grant programs e.g. Community Events Sponsorship Program and Community Grants Program.

Applicants are encouraged to contact Council to discuss their application and eligibility.

Ineligible applications will not advance to the assessment stage and applicants will be notified.

## Application Process

Funding operates per financial year in line with the City of Unley's Annual Business Plan and Budget process.

Applications will be assessed by a panel of City of Unley staff according to the eligibility criteria, assessment criteria and available funding. Outcomes are determined on the merit of the applications against their assessment criteria.

After the assessment process, funding recommendations will be referred to Council for endorsement. All applicants will be notified in writing of the outcome of their application.

Successful applicants will be required to enter into a partnership agreement, which will be negotiated on a case by case basis. Requests for in-kind Council support will be negotiated at this stage.

<b>22 February 2021</b>	Grants open for application
<b>20 May 2021</b>	Grants close
<b>May 2021</b>	Applications assessed
<b>June 2021</b>	Funding recommendations presented to Council for endorsement
<b>June 2021</b>	Applicants notified of funding request outcome Individual partnership agreements will be negotiated for projects commencing July 2021 and terminating December 2024.

## Who can apply?

Individuals, groups, organisations or businesses can apply, as long as a legal entity auspices or manages the grant and the grant is used for not-for-profit activities to benefit the community.



## What are the criteria for funding?

Applications will be assessed on their merits by a panel of City of Unley staff against the criteria below. The questions in blue are to be treated as prompts only, to assist in developing your answers.

Criterion	Weighting
<b>Benefit to community</b> Projects must directly benefit the Unley community and demonstrate their likely impact and how they will address identified needs. <i>Are local community groups and organisations involved? Are volunteers involved? What are the positive impacts on the local community? Will the program occur in a local place? Is there evidence that the project is important to our community?</i>	<b>20%</b>
<b>Promoting Social Inclusion</b> Projects should be accessible and involve Unley's diverse community. <i>Are people with differing levels of ability involved? Are you promoting respect for all genders, ages and backgrounds?</i>	<b>20%</b>
<b>Partnership</b> Projects must have a plan for how they will engage and partner with community members, groups, businesses and/or organisations and demonstrate a commitment to fostering the partnership. Partnerships, particularly across industry sectors, maximise and strengthen outcomes for long term impact. <i>Does your project work within an existing partnership or will it create a new partnership? Are you working with a group or organisation you haven't worked with before?</i>	<b>20%</b>
<b>Innovation</b> A creative activity, new partnership, new way of working or new way of considering a community issue or possibility. Innovation can lead to more effective, efficient, sustainable or equitable community initiatives. <i>Will your project propose a different solution to an issue? Is your project engaging people or organisations that haven't traditionally been involved? Are you trialling a new work method?</i>	<b>10%</b>
<b>Track record</b> Applicants must demonstrate a track record of engaging the community and delivering measurable outcomes and/or knowledge and expertise about their project idea. <i>Do you have the expertise to deliver the project successfully? Have you organised a community initiative before? Are you an industry leader?</i>	<b>10%</b>
<b>Sustainability</b> Applications should demonstrate a plan and commitment to continuous quality improvement of the project over the three years and a movement towards further longevity. Applications should detail how they will undertake ongoing evaluation of their project. This program provides the opportunity to test a project idea or further develop an existing project. <i>What will happen to your project over the three years? Could your project continue without grant funding? What is required to maintain the momentum of your project over the three years?</i>	<b>10%</b>
<b>Project Planning and Budget</b> Applications must demonstrate project planning including timelines, resources (including additional resources, in kind contributions and support), estimates/quotes, risk management planning and the skills and techniques which will be utilised to meet the organisational or logistical challenges of the initiative. <b>You must justify the monetary amount you ask for in your application.</b>	<b>10%</b>



## Terms and conditions:

- Late applications will not be accepted.
- Applicants must not make commitments to third parties prior to receiving communication about the outcome of their application.
- Applicants must be a legal entity or auspiced by a legal entity.
- The project must be not-for-profit.
- Applicants cannot apply for other City of Unley grants and sponsorships to undertake the same project receiving a Multi-year Community Impact Grant.
- Grant funding must only be used for the project outlined in the proposal.
- Applicants must have or be willing to obtain Public Liability Insurance for a minimum of \$20 million. Funding will be withheld until the City of Unley receives a certificate of currency for this insurance.
- Applicants must have or be willing to obtain DCSI clearances and professional licenses relevant to their proposal. Funding will be withheld until the City of Unley receives evidence of relevant clearances and licenses.
- Applicants with outstanding debts to the City of Unley are ineligible.
- The City of Unley is not responsible for any budget shortfall.
- Any unspent grant money must be returned to the City of Unley.
- Applicants who meet eligibility and assessment criteria are not guaranteed funding, given the nature of the competitive grants process.
- The City of Unley's decision is final with no appeals accepted.
- Support of a project through grant funding does not negate the need to apply for Council permits and permissions as required.

- Successful applicants must provide Council with a tax compliant invoice for the agreed amount of funding plus GST (10%) if registered for GST along with a signed copy of the Partnership Agreement.
- The City of Unley must be acknowledged as a funding partner on all promotional material (printed and electronic).
- As part of the grant process, you may be requested to attend a function and/or share your project with other recipients and interested parties.
- The applicant must submit an interim report and financial statement about the project to Council annually.
- The grant will be acquitted no later than three months after completion of the project. This includes providing a financial report and a project evaluation report.
- All activities must adhere to Government restrictions and regulations in relation to COVID-19 and organisers will prepare and submit a COVID Safe or COVID Management plan for SA Health if required.

## Taxation Requirements

To comply with Australian Taxation legislations, when funding is paid to a group, organisation, individual or business and the applicant has not provided an Australian Business Number (ABN), the funding body is obliged to withhold 48.5% of the funding and forward this amount to the Australian Tax Office.

Community groups/ organisations applying for sponsorship who are unable to provide an ABN must complete the 'Declaration Where No Australian Business Number is Required' form.

## Contact

We encourage you to contact us to discuss your application.

### Matthew Ives

Cultural Development Coordinator  
City of Unley

[mives@unley.sa.gov.au](mailto:mives@unley.sa.gov.au)  
8372 5134  
0417 087 142