

# Community Grants Program 2021

## Program Guidelines

### General information

The City of Mandurah is committed to financially supporting community groups through the Community Grants Program.

We're supporting locally based not-for-profit groups and organisations to help deliver projects, events and creative ideas that increase community engagement, participation or skills and training to restart Mandurah.

Eligible groups may apply for one off grants of up to \$5,000.

### Who can apply?

- Incorporated community groups and organisations
- Non-incorporated community groups or individuals may seek the services of an incorporated body (sponsor) to auspice the project on their behalf. The sponsor will be required to accept legal and financial responsibility for the project or activity.

### We look for:

To be eligible applications are required to address at least one of the Community Grants objectives:

- Support increased demand from Mandurah's most vulnerable communities
- Build capacity of community organisations and resident associations
- Increase volunteering, including capacity and training
- Improve access to technology for education and training
- Celebrate and encourage cultural diversity and social inclusion
- Create opportunities for localised smaller scale events (within allowed government restrictions)
- Youth Development, especially initiatives that build capacity and support leadership initiatives
- Celebrate Mandurah through Arts & Culture
- Build neighbourhood connection

All applicants must provide;

- A clear and comprehensive budget complete with quotes for all items.
- Your group or organisations endorsement of the project to be funded.

**Please note, partnerships with other community organisations is highly regarded**

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## We will fund:

- Marketing and advertising costs
- Direct program delivery expenses i.e. instructor/training provider costs
- Incorporation set up costs
- Equipment purchases or hire i.e. if it increases the capacity of the group to deliver its services
- Facility hire.

## We will NOT fund:

- Retrospective/deficit costs (funding of activities already held or loan repayments)
- Associations with outstanding debts or acquittals due to the City of Mandurah
- Camp costs, travel, entry fees, insurance or wages
- Core organisation operating costs i.e. a permanent position for ongoing work
- Projects which occur as part of the City's ordinary activities
- For-profit organisations.

## Application process

1. Before submitting your application it is highly recommended that you speak to a Community Development Officer or Arts Officer about your idea (phone: 9550 3850) or email [cdo@mandurah.wa.gov.au](mailto:cdo@mandurah.wa.gov.au).
  - To confirm eligibility
  - To seek feedback and get assistance with your idea.

Please review the [Strategic Community Plan 2020 to 2040](#) on the City's website and [Accessible Events Guidelines](#)

2. Visit the City of Mandurah, Community Grants [webpage](#)
  - The Grants Help Guide – an easy step by step process guide
  - Click <https://mandurah.smartygrants.com.au/mandurahcommunitygrantjuly2021> to start your online application.
  - Create a login using an email address and password that will be used for the duration of the grant process (first time users only)
  - Login and commence your application online

- Attach the following documents as required:
  - Certificate of Incorporation
  - Public Liability Certificate of Currency
  - Letters of Support
  - Quotes for items requesting funding

Applications must be submitted by the closing date.

### **What happens next?**

1. The panel meets to assess funding applications.
2. All applicants are notified of the panel decision in writing, within six (6) weeks of the rounds closing date.
3. If successful, you will receive a funding agreement, which requires your acceptance of the conditions of the funding.

**For further enquiries please call (08) 9550 3850 or email [cdo@mandurah.wa.gov.au](mailto:cdo@mandurah.wa.gov.au)**