



Community Development Grants Guidelines

Background

The City of Subiaco supports projects and activities that promote wellbeing and a sense of belonging to Subiaco's community by funding community organisations via the community development grants program. Examples of previously funded projects can be found on the city's website: www.subiaco.wa.gov.au/grants

Am I eligible?

The city's Community Development Grants are targeted at locally based not-for-profit and charitable organisations, and/or schools/associations that support community development activities that contribute to community wellbeing and a vibrant, diverse community culture within Subiaco.

City of Subiaco staff and elected member are not eligible to apply for City of Subiaco grants.

How much funding is available?

- Incorporated organisations can apply for a grant of up to \$5,000
- Unincorporated organisations can apply for a grant of up to \$1,000
- Unincorporated organisations or groups can apply for a grant of up to \$5,000 providing they are under the auspices of a not-for-profit incorporated organisation
- Funding rounds take place three times a year

What type of projects will be considered for funding?

- Projects that promote wellbeing and a sense of belonging to the Subiaco's community
- Projects that are accessible to all community members
- Projects that are in line with key strategies from the city's Strategic Community Plan
- Projects with a potential to either impact a large group of the Subiaco community OR make a large impact to a small group of the Subiaco community

What are the Grant Criteria?

- Projects that demonstrate feasibility and capacity to carry out the project including clear and realistic objectives, timeframe and budget
- Applicants with relevant knowledge, skills or experience and access to necessary resources
- Applicants who have not received a community development grant from the city within the previous 12 months
- Applicants who contribute financially or in kind to their project themselves or through another grant or partnership. The city's grants are not intended to cover the majority of the projects costs; they aim to contribute to its delivery. Applicants can support their project through other funding sources, in kind donations and/or volunteering

What will not be considered for funding?

- Projects that primarily promote political or religious beliefs
- Projects that require city funding to purchase large scale capital items
- Projects based outside of the city's boundaries
- Projects that would traditionally be funded by another source (e.g. school activity through the Education Department)
- Projects that are already being funded by the City of Subiaco
- Projects that are set to commence within two months of closing date of the grant round
- Retrospective costs
- Private organisations and associations considered to be operating a high level commercial venture
- Projects requiring funds for operations salaries or wages
- Commercial ventures

If you are still seeking funding for any of the above items please contact a member of the city's Community Development team before proceeding with your application.

How does my organisation apply?

- Contact the city's Cultural Services team to discuss your project ideas
- Submit a completed application form and all supporting documents before 4pm on the closing date

Relevant timeframes

Please consider these timeframes when planning your project

- From the closing date of the grant round the city will take two months to confirm if your application has been successful
- Successful applicants will then be invited to invoice the city in order to receive the funds, it will take a further month for the invoice to be processed
- Project must be completed within twelve months of receipt of funding

How is your application assessed?

- A panel comprised of two city staff members, and one community member will review your application against the criteria and provide recommendations to the Manager Cultural Services
- Authority to approve applications is delegated to the Manager Cultural Services provided that all the necessary criteria for approval of applications are met

Grant availability

- The city will budget annually for Community Development Grants and grants will be awarded until the budget is expended.

To discuss your grant project ideas, please contact the city's Community Development team on 9237 9222 or email culture@subiaco.wa.gov.au