

Small Grants Program

Community Groups





Please ensure that you have read these Guidelines and consulted with Council's Grants Officer prior to completing the application form.

Eligibility

Who can apply?

Small Grants - Community Groups	Yes	No
Not for profit community groups, charities or comparable organisations (including unincorporated community groups)	✓	
Individuals		✗
Businesses		✗
Applicants with outstanding debts such as rates, fees or charges to Alexandrina Council		✗
Applicants seeking funding for retrospective payments		✗
Applicants who have not provided a satisfactory Evaluation and Acquittal Report for any previous funding received from Alexandrina Council		✗
Applicants who have already received funding through the 2026-27 Small Grants Program		✗
Alexandrina Council Members or employees		✗

What type of activities will be funded?

Council is seeking to fund community-led projects that contribute towards creating a Liveable, Green and Connected Alexandrina and support our communities to thrive.

Applications are invited from community groups to support projects, events or activities that align with objectives identified in any of the following Council plans:

- [Alexandrina 2040 Strategic Plan](#)
- [Climate Emergency Action Plan](#)
- [Community Wellbeing Action Plan](#)
- [Disability Access and Inclusion Plan](#)
- [Environmental Action Plan](#)
- [Heritage Strategy and Action Plan](#)

Eligible Activities

- Community events
- Community programs
- Community projects
- Equipment purchases
- Minor facility improvements.

What will NOT be funded?

- Projects or activities occurring outside the Alexandrina Council region
- Applications that do not adequately meet the assessment criteria outlined overleaf
- Applications that do not establish any benefit to the Alexandrina community

- Requests for ongoing operational or administrative costs
- Reimbursement of funds already spent, for activities already held or which have already commenced
- General fundraising requests
- Applications from entities who have already received funding through the Small Grants Program within the same calendar year.
- Activities that have potential to negatively impact Council's reputation
- Private functions and events that are commercial or fundraising in nature
- Purchases of alcohol
- Requests from applicants that do not hold adequate Public Liability Insurance for their project activity.

What funding is available?

Community Groups can apply for up to \$1,000.

A total of \$20,000 has been allocated to the Small Grants Program in 2026-27.

Applicants will be required to make a contribution towards the project, either financial or in-kind, and can only receive funding through the Small Grants Program once in any financial year.

Applications will be accepted until all funds are exhausted.

Application and Assessment

Application Process

Applicants are strongly encouraged to contact Council's Grants Officer on 8555 7000 to discuss their project proposal before commencing the application process.

Applications must be made by completing the online Small Grants Program (Community Groups) Application Form,

accessed via the SmartyGrants link on Council's website

www.alexandrina.sa.gov.au/grants

All questions on the Application Form must be fully completed and applicants must provide a fully itemised budget including details of their own and other contributions, cash or in-kind (labour, equipment or materials etc.) and any other funding received.

Council is committed to providing services and experiences that are inclusive for all people who live in, work in or visit our region. Applicants will be required to consider the accessibility of their project outcomes to ensure they are inclusive to all members of the community.

Council is committed to creating a Green Alexandrina where resources are managed sustainably and creatively. Applicants will be expected to manage the environmental impact of their activities and incorporate sustainable practices.

Assessment Process

Applications will be accepted and assessed on a rolling basis and assessed monthly.

Applications received will be subject to an "Eligibility Check" undertaken by Council's Grants Officer. Applicants may be contacted to seek further information with regards to their application. Any additional information or documentation requested must be submitted within five working days. No further resubmissions will be allowed.

If an application meets all eligibility criteria, it will proceed to the "Assessment" stage.

An assessment against the criteria below will be undertaken by a relevant Subject Matter Expert, allocating a weighted score out of 100 to the application. For an application to be recommended for funding, it must obtain a weighted score of at least 60.

Approval will be sought from the Manager Community Connection and/or General Manager Community prior to the awarding of any grant funding.

Assessment Criteria

	Criteria	Weight
1.	Extent to which application demonstrates alignment with one or more of Council's strategic objectives.	30%
2.	Extent to which application demonstrates how the project benefits the Alexandrina community.	30%
3.	Extent to which application demonstrates value for money.	20%
4.	Extent to which application demonstrates the applicant's capacity to deliver the project.	20%

Important information



Only one application will be accepted from any group or organisation in any one financial year.

Applicants will be notified of the outcome of their application within 4 weeks of the end of the month in which their application was submitted.

Meeting the advertised eligibility and assessment criteria does not guarantee an offer of funding or the amount sought as all decisions regarding the awarding of grant funding is at Council's discretion.

All recipients of funding are required to ensure they have adequate risk management practices and plans in place to manage potential safety and/or environmental hazards.

Council will not waive fees associated with the delivery of events, e.g., road closures, requests for infrastructure, cleaning, waste management, site or venue hire fees etc. Please include these fees in your cost/budget estimates.

All recipients of a Small Grant will be required to comply with recognised industry standards and observe any relevant Federal, State or Local Government regulations or guidelines.

Recipients will be required to obtain all relevant approvals, permits and licences related to the project and provide evidence of landowner consent where relevant.

Please refer to the Small Grants Program Frequently Asked Questions for guidance on the specific approvals that may be required for your project.

Where a project runs over budget, Alexandrina Council is not responsible for meeting any shortfall.

Funded projects must be completed within six months of funding receipt.

Conditions of Funding

Recipients must sign a Funding Agreement which details the terms and conditions of the funding prior to the funds being provided. Payment of

funding awarded will be made by EFT upon receipt of a signed and completed Funding Agreement and submission of a valid Tax Invoice (for organisations registered for GST).

Funds must be spent according to the terms outlined in the Funding Agreement. Should the nature of your funded activity change, a request to vary the funded activity must be submitted to Council in writing. Changes to the agreed activity cannot be made without Council approval or return of funding to Council may be required.

All recipients will be required to complete a brief Evaluation and Acquittal Report within two months of project completion. This report will require completion via SmartyGrants, Council's online grant administration system and will require proof of expenditure for all funded items and photographs demonstrating your funded activity. Non-compliant applicants are unlikely to be eligible for any future funding from Council. Any unexpended funding must be returned to Council.

Grant recipients must acknowledge Alexandrina Council's support in all promotional materials and communications related to grant-funded activities, including social media, media releases, and printed collateral. Use of the Council logo must follow branding guidelines and be approved by the Communications Team via communications@alexandrina.sa.gov.au with at least one week's notice. Recipients should refer to the "Alexandrina Grant Recipient Guidelines for Communication and Promotion" for more guidance on requirements.

More Information

For more information or assistance with your application, please contact Council's Grants Officer on 8555 7000 or by email to alex@alexandrina.sa.gov.au



How to contact us



PO Box 21, Goolwa, SA, 5214



8555 7000



alex@alexandrina.sa.gov.au



alexandrina.sa.gov.au



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