

Community Wellbeing Grant



About the Community Wellbeing Grant



Alexandrina Council recognises the importance of supporting our community to prioritise their own wellbeing and the wellbeing of those around them. Council's Community Wellbeing Grant program aims to assist the community in delivering projects that benefit all sectors of the Alexandrina community and enhance the social, physical, psychological and emotional health and wellbeing of its members.

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

Eligibility

Who can apply?

Community Wellbeing Grant	Yes	No
Not-for-profit incorporated community groups or legal entities with comparable status	✓	
Unincorporated not-for-profit community groups auspiced by an appropriate incorporated community group or comparable legal entity	✓	
Individuals auspiced by an appropriate incorporated community group or comparable legal entity	✓	
Businesses		✗
Community groups with outstanding debts such as rates, fees or charges to Alexandrina Council		✗
Community groups applying for retrospective payments		✗
Community groups that have not provided a satisfactory Evaluation and Acquittal Report for any previous funding received from Council		✗
Community groups applying for activities occurring outside the Alexandrina Council region		✗
Alexandrina Council Elected Members or employees		✗

What type of activities will be funded?

Council is seeking to fund community-led projects which foster **Community Inclusion** and help to create a **Liveable, Green and Connected** Alexandrina. Projects should **generate wellbeing** benefits for members of the Alexandrina community and contribute towards meeting the needs of one or more of the following priority populations.

- Culturally and linguistically diverse (CALD) people
- Children and families
- People living with a disability
- First Nations people
- LGBTIQ+ people
- Older people
- Younger people.

Projects should help achieve the following objectives identified in Council's Community Wellbeing Action Plan:

- Encourage an active and healthy community
- Foster a connected and inclusive community
- Enrich our places and spaces

Applicants should refer to Council's Community Wellbeing Action Plan for more information about our priorities for each of the objectives identified above. Applicants are encouraged to consider and adopt the five community development principles of **inclusiveness, collaboration, capacity building, equity** and **responsiveness** when planning and carrying out their project.

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 a wellbeing 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.

What funding is available?

Grants of up to \$2,500 are available for eligible entities. A total funding pool of \$25,000 has been allocated to the Community Wellbeing Grant program in 2023-24.

Applicants can include a project management fee of up to 10% when applying for funds (excluding applications that are for equipment purchases only). Applicants will be required to make a co-contribution towards the project, either financial or in-kind. A minimum funding request of \$500 applies for all applications.

**Applications will be accepted from
12 July until 22 August 2023.**

Application

Application Process

Applicants are strongly encouraged to contact Council's Grants Officer on **8555 7000** or by email to **alex@alexandrina.sa.gov.au** to discuss their proposal before commencing the application process.

Applications must be made by completing the online Community Wellbeing Grant Application Form, accessed via the SmartyGrants link on Council's website **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 co-contributions, cash or in-kind (labour, equipment or materials etc.) and any other funding received. Applicants will be required to provide details of Public Liability Insurance cover (minimum \$10 Million) excluding applications that are for equipment purchases only.

Council is committed to providing services and experiences that are inclusive for all people who live in, work in or visit our region. Where relevant, applicants will be required to consider the accessibility of their project outcomes to ensure public activities 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 projects and incorporate sustainable practices.

Late applications will not be accepted.

Assessment Process

Applications received will be subject to an "Eligibility Check" undertaken by a member of Council's grants administration team. 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, where the

application will be assessed by a panel against the criteria outlined below.

A weighted average score out of 100 will be allocated to each application to provide a ranking. Recommendations on successful applications and the amounts to be awarded will be made to Council for approval, based on these assessment rankings.

Applicants will be notified of the outcome of their application by the end of October 2023.

Assessment Criteria

	Criteria	Weight
1.	Extent to which application demonstrates a contribution towards achieving the following objectives; encourage an active and healthy community, foster a connected and inclusive community, enrich our places and spaces.	30%
2.	Extent to which application demonstrates how the proposed activity will generate health and wellbeing benefits for the Alexandrina community.	30%
3.	Extent to which application demonstrates value for money.	20%
4.	Extent to which application demonstrates applicant's capacity to deliver the project within specified timeframes.	20%

Important Information



Applicants are strongly encouraged to contact Council's Grants Officer on 8555 7000 or by email to alex@alexandrina.sa.gov.au to discuss their proposal before commencing the application process.

Grant funding rounds are competitive, and meeting the eligibility and assessment criteria does not guarantee an offer of funding or the amount sought. If eligible funding requests exceed the funds available, partial funding of projects may be offered.

All recipients of a Community Wellbeing Grant will be required to abide by current government advice and legislation with regard to public health and hygiene measures whilst undertaking funded activities. For the latest advice, please check [covid-19.sa.gov.au](https://www.covid-19.sa.gov.au)

All recipients of grant 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 Community Wellbeing 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 Community Wellbeing Grant Frequently Asked Questions for guidance on the specific approvals that may be required for your project.

Conditions of funding

Funded projects must be completed by 31 December 2024.

Recipients must sign an Alexandrina Council Grant Funding Agreement which details the terms and conditions of the grant prior to the funds being provided. Payment of grant funding awarded will be made by EFT upon receipt of a signed and completed Grant 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 Grant 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 Community Grant 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 grant funded items and photographs demonstrating your grant funded activity. Non-compliant applicants are unlikely to be eligible for any future grant funding from Council. Any unexpended grant funding must be returned to Council.

Council must be acknowledged for their role in supporting any grant funded activities. This may include media releases or the use of Council logo on promotional materials and/or signage.

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

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

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 8555 7000

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 alexandrina.sa.gov.au

 facebook.com/AlexandrinaCouncil