



Coronavirus Community Recovery Grants Guidelines

Council recognises the significant impact COVID-19 has had on individuals, families and the organisations and groups that provide services across the community. As part of supporting the community to respond to this impact, Council is providing Coronavirus Community Recovery Grants of up to \$2,500.

About the Program

The Coronavirus Community Recovery Grants Program provides funding of up to \$2,500 (plus GST if applicable) to eligible not for profit community organisations, groups, social enterprises, creative organisations and groups for projects/programs to assist communities with recovery from the COVID-19 pandemic.

Priority will be given to projects/programs that respond to the impact of COVID-19, including changed ways of working to support the introduction and/or recommencement of activities, programs and events in a safe manner.

The Coronavirus Community Recovery Grants Program aims to build the capacity and resilience of communities, and groups/organisations.

For example:

Projects that improve health and wellbeing through community engagement, collaboration, innovation, and social connection, new ways to deliver services/ programs/ events including online, projects which optimise opportunities for communities to participate, celebrate, and promote local arts, culture and identity.

The following types of activities will be prioritised for funding:

1. The purchasing of products which ensure the delivery of community activities meet coronavirus restriction and guidelines.
2. The adaptation of existing services, programs or activities so they can continue, or be adapted due to COVID-19 requirements. This includes online service delivery and technology equipment.
3. New one-off services, programs or activities that strengthen the community in recovery from the impact of COVID-19.
4. Activities that will promote re-engagement in community based activities and volunteering.

How does an applicant apply?

Applicants can apply through the Council's online SmartyGrants portal

(<https://moira.smartygrants.com.au/CoronavirusCommunityRecovery>).

Before applying, individual applicants/ representatives of the organisations must read and understand the program guidelines and are strongly encouraged to discuss their project idea with a Council officer before applying.

How often can an applicant apply?

An eligible applicant can submit one application only. An auspicing organisation is permitted to sponsor more than one application.

Who is eligible?

For Community Organisations to be eligible for a Coronavirus Community Recovery Grant they must:

- Be committed to providing direct benefits to residents in Moira Shire. Please note, Council may consider funding events held outside of Moira Shire, particularly in the two cross- border communities of Cobram-Barooga and Yarrawonga-Mulwala, where economic benefit to Moira Shire can be demonstrated.
- Be an incorporated 'not for profit' community organisation with open membership to residents in Moira Shire.
- Have an Australian Business Number (ABN) or have a community organisation who is willing to auspice the application and accept responsibility for the administration of the grant.
- Hold adequate public liability insurance to cover the project or event as applicable.
- Not have their own grant giving program or fundraising program that provides money to finance other organisation's community initiatives.
- Have satisfactorily accounted to Council for the expenditure of any previous Council grants.
- Have not received funding under the same grant category in the same financial year.
- Comply with all relevant Local Laws, Australian and Victorian legislation, including but not limited to:
- Accounting and auditing requirements;
 - Equal opportunity and anti-discrimination laws;
 - Human rights laws;
 - Disability;
 - Occupational Health and Safety;
 - Privacy, confidentiality and freedom of information laws';
 - Registration or accreditation of professional employees;
 - Preparation and dissemination of annual reports.
- Have relevant management plans in place, including:
 - Risk
 - Project
 - Event
 - Financial

What we can't fund:

Applications will be ineligible if funding is intended for:

- Individuals and private profit-making organisations.
- Requests that are considered by Council to be the funding responsibility of other levels of Government (State or Federal government agencies).
- Applications from Primary or Secondary Schools (Council encourages partnerships between Schools and community organisations, whereby the community organisation is the applicant).
- Committees of Council.
- Community Organisations that:
 - Are in debt to Council and are not meeting the agreed repayment arrangements.
 - Receive funding from other areas of council; except where funding is proposed for a different purpose.
 - Receive direct income from electronic gaming machines.
 - Have been non-compliant with Local Laws and or state or federal legislation over the preceding year.
- Projects or Events that:
 - Have demonstrated self-sufficiency by running at a profit that is not reinvested back into the community organisation or their next event.
 - Have been, or are being, funded by other parts of Council; except where funding is proposed for a different purpose.
 - Have already started or have been completed (no retrospective funding).
 - Are run by (or involved with) political or religious groups seeking to promote core beliefs.
 - Are a clear duplication of existing services.
 - Are not open to the general public.
 - Are for interstate or overseas travel.
 - Are for operational expenses.
 - Are for funding of prizes, sponsorships, donations or gifts.
 - Will have a negative impact on the environment.
 - Should be funded by other Council Grants (please note: the projects and events awarded funding through this program will clearly benefit communities with recovery).

Assessment Criteria

All applications will be assessed based on the information provided in the application and need to demonstrate they address the aims of the program.

An Assessment Panel of Council Officers will conduct the initial assessment of the grant applications, which will be awarded by Manager Community Development. Allocation of grant funding is not guaranteed and will depend upon how well applications meet the assessment criteria, the number and quality of applications received, funds held by the community organisations, and the amount available in Council's budget.

Reporting and Monitoring

As part of the arrangements for this program, successful applicants will be required to complete a Completion Report as per the time frames identified in the Terms and Conditions (available after the grant is awarded). All reports will need to be signed off by Council as satisfactory.

Notification Process

Notification of successful and unsuccessful applications will take place immediately following a decision being made (within a 2 week period).

Successful applicants will be notified by:

Email notification via SmartyGrants. Successful applicants will be required to enter into a funding agreement with Council.

Unsuccessful applicants will be notified by:

Initial email via SmartyGrants including details of Contact Officer to discuss the application and provide feedback.

Feedback

All applicants are encouraged to call for feedback on their application prior to submitting or post-outcome if not successful.

In order to continually improve the manner of funding allocations, feedback from the community regarding the criteria, timing and targeting of this funding is encouraged. Any comments regarding these matters should be directed to:

Manager Community Development
Moirra Shire Council
PO Box 578, Cobram VIC 3644
Email: grants@moira.vic.gov.au

Application Support

If you are after some further guidance on how to complete an application form, Council offer one on one support to assist. Please contact the Community Development Department on 5871 9222 to book an appointment.