



City of Salisbury Community Grant Program Active & Connected Community Grant Guidelines

Acknowledgement of Country

The City of Salisbury acknowledges the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present.

We recognise and respect their cultural heritage, beliefs and relationship with the land.

We acknowledge that they are of continuing importance to the Kurna people living today.

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About the program

The City of Salisbury Community Grants program aligns directly to Council's City Plan 2035. [Council's City Plan 2035](#) has three directions that capture the social, environmental and economic influences on the City of Salisbury.

The Community Grants Program exists to provide financial support to eligible clubs, groups, organisations and residents to help deliver the below outcomes as per Council's Strategic objectives. The Community Grants are open and assessed year-round.

The Community Grants Program is separated into three priority areas - Active and Connected, Sustainability and Economic Growth. The below information relates to the the Active and Connected Community Grant stream.

If you're unsure which area your application sits in or if you have any questions, please don't hesitate to reach out to Council on **8460 8340**, via email: CommunityGrants@salisbury.sa.gov.au or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.

What the Active & Connected Community Grants aim to achieve:

A Welcoming and Liveable City:

- Increase the liveability of the City of Salisbury
- Improve the health and wellbeing of residents
- Increase social connections
- Increase physical activity
- Support community aspirations
- Celebrate Council's diverse community
- Promote and empower community self-development and upskilling

Priority Areas

Applications for an Active and Connected Grant should include the below desired outcomes.

Priority Areas	Desired Outcomes
Active and Connected	<ul style="list-style-type: none"> • Create opportunities for people to connect with each other • Celebration of diverse community and collaborations • Deliver inclusive responses to meet the needs of isolated and marginalised groups • Develop and strengthen Reconciliation* practices • Encourage residents and community groups to actively participate in their local city community and neighbourhood • Increase physical activity in our community • Decrease social isolation and reduce loneliness in our community • Empower the community's means of self-development and achievements <p>*Reconciliation is about strengthening relationships between Aboriginal and Torres Strait Islander peoples and non- Indigenous peoples, for the benefit of all Australians."</p> <p>Reconciliation events and activities are ideas that promote nationwide harmony by teaching Australia's history, achievements, and diverse cultures."</p>

Grant sizes available

Mini Grant: Up to \$2k

- Mini Grants are to the value of \$2,000 (incl. GST)
- Youth Sponsorships are included in Mini Grants (value ranges from \$250 - \$1,250 depending on level of representation [listed below]).
- Residents, Community Groups, Incorporated Groups, Entrepreneurs and Local Business are all eligible to apply.
- Eligible residents/groups may be eligible to apply for a Mini Grant and a Small Grant in the same year*
- Mini grants are able to be applied for every year.

Small Grant: \$2k - \$7k •

- Applicants are required to showcase how they could partner with Council, what this looks like can be diverse based on each application.
- Small Grants are able to be applied for every year*.

Medium Grant: \$7k - \$12k •

- Applicants are required to showcase how they could partner with Council to provide a 'broad community benefit', what this looks like can be diverse based on each application. Broad community benefit means that the application will positively impact persons other than the target population or group.
- Medium Grants are able to be applied for every year.

*Eligible groups are able to apply for a Mini and Small Grant in the same year, up to a maximum value of \$7k.

Who can apply

The below table identifies who is eligible to apply for an Active and Connected Grant. Further information about eligible groups can be found below.

Active and Connected Community Grant		
What's Included:	Desired Outcomes	Grant Sizes Available
Sport and Recreation Activities and Equipment <i>*Equipment refers to item/s that can be used over several years, which are integral and relevant to the project or event. Does not include Equipment for personal use.</i>	<ul style="list-style-type: none"> Community Groups Sporting Clubs 	<ul style="list-style-type: none"> Mini Grant Small Grant Medium Grant
Activities that are inclusive of diverse communities from different backgrounds, cultures, age groups and abilities (i.e. Seniors Groups, Culturally and Linguistically Diverse Groups, Disability and Inclusion Groups)	<ul style="list-style-type: none"> Residents Community Groups Sporting Clubs Not for Profit Organisations Businesses 	<ul style="list-style-type: none"> ✓ Mini Grant ✓ Small Grant ✓ Medium Grant
Multi-cultural events and festivals		
Celebrating Art and Culture		
Reconciliation Events		
Programs or Activities that encourage residents to participate in their local community		
Deliver inclusive responses to meet the needs of isolated and marginalised groups/residents		

Who can apply *cont'd*

Active and Connected Community Grant		
What's Included:	Desired Outcomes	Grant Sizes Available
Neighbourhood Development/Activation	<ul style="list-style-type: none"> Residents Community Groups 	✓ Mini Grant (max limit \$500).
Defibrillators	<ul style="list-style-type: none"> Sporting Clubs Community Groups (that have a building) 	✓ Mini Grant
Youth Sponsorship	<ul style="list-style-type: none"> Residents under 25 years old 	<ul style="list-style-type: none"> ✓ Mini Grant (max limit \$1,250) • Representing South Australia at a National Level in SA - \$250 • Representing South Australia at a National Level in Australia - \$350 • Representing Australia at an International Level in Australia - \$750 • Representing Australia at an International Level Overseas - \$1,250"

Example of eligible activities for Mini to Medium Grants

What can be funded ✓

- Activities, events or programs that encourage residents and community groups to actively participate in their local community, celebrate diversity and increase neighbourhood connections
- Multi-cultural festivals
- Reconciliation events and programs First Nations programs (e.g. Closing the Gap events or programs, programs that increase/celebrate First Nations Peoples participation)
- Sport and recreation participation opportunities
- Equipment (e.g. musical instruments, machinery, tools, sporting equipment)
- Uniforms for sporting clubs or costumes for performance groups
- Funding to create public art works across the City (including art created from recycled materials). Please also refer to Council's [Create a Place Program](#) and [Poles ApART Program](#) for some other options relating to art works
- Activities, events or programs targeting a specific population such as a women's running program
- Community gardens
- Reimbursement for costs for performers (e.g. cultural performers, face painters)
- Reimbursement for costs to hold a Welcome to Country Ceremony
- Reimbursement of costs for leases and licencing fees (e.g. hall hire or fees to host event)
- Costs for food as part of an event (e.g. Sausage Sizzle)
- Applications from Community/not-for-profit organisations including child care centres
- Events that promote and raise the profile of the City of Salisbury

What can't be funded **X**

- Activities, events or programs occurring outside of the [City of Salisbury boundary](#)
- Activities, events or programs that form part of core service delivery or business as usual for organisations
- Activities, programs or events that duplicate existing services
- Events or expenses where the majority of participants are professional athletes or prize money is awarded (unless applying for a Youth Sponsorship)
- Maintenance costs
- Travel or accommodation costs
- Equipment for personal use (e.g. laptop, mobile phone)
- General or routine maintenance of Council owned facilities and infrastructure
- Reimbursement of costs for Council leases and licencing fees
- Requests for reimbursement of funds already spent
- Payment of any kind for individual speakers/special guests (unless performing a Welcome to Country Ceremony)
- Events that aren't open to the public (depending on grant size)
- Commercial activities that are aimed at making a profit or fundraising activities
- Applications from organisations who have outstanding debt with Council or have not submitted required acquittal documentation
- Staff wages (wages paid to an employee of the organisation)
- Educational programs in schools or other formal educational institutions
- Applications from Schools
- Events that do not comply with the State Government's 'Sustainable Event Guidelines'
- Membership fees
- Public Liability Insurance
- Quotes that do not clearly identify a proposed supplier and the items requested
- Organisations located outside of South Australia

How will my application be assessed?

Each application will be assessed by the Community Wellbeing and Sport Committee, who meet on the third Tuesday of every month. In order to give the Administration time to review your grant application, you will need to submit your application on the 15th day of the month prior.

Prior to submitting your application to the Community Wellbeing and Sport Committee, the Administration will review your application and it will be weighed against the below criteria.

The Community Wellbeing and Sport Committee will then be able to review your documentation and the recommendation provided by the Administration, prior to considering your grant application. As your application and the recommendation will be in the public agenda (able to be accessed on Council's website), it is important that any information provided is able to be released to the public. Personal information (names and contact details) and all quotes provided in your application will be withheld from the public agenda.

The Community Grants Program has a limited budget; therefore, your application may be deferred to a subsequent funding round, even if eligible. The Community Wellbeing and Sport Committee have delegation to authorise funding and make the final decision on all grant funding.

Mini Grants		
Criteria	Consideration	Weighting
Community Benefit	The application identifies a clear benefit for the community, encouraging residents to access, engage and actively participate in their local community.	60%
	The application demonstrates evidence and /or clear reason for why the project was developed.	
	A clear plan for identifying the target group is outlined.	
Strategic Alignment	<p>This application demonstrates a clear alignment with and outcomes based on Council's City Plan 2035 and Strategic Documents including but not limited to Council's:</p> <ul style="list-style-type: none"> • Regional Public Health Plan • Intercultural Strategic Plan • Ability Inclusion Strategic Plan • Thrive Strategy • Reconciliation Action Plan • Age Friendly Strategy. 	20%
Impact	The application responds to the Community Grant Priority area of Active and Connected.	20%
	The application outlines measures that will be used to evaluate the impact the project has on the community.	
	The application outlines a strategy for supporting participants to continue their participation beyond the project/program.	
Youth Sponsorships	<p>Eligibility:</p> <ul style="list-style-type: none"> • A resident of the City of Salisbury, under 25. • Selected to participate in a sporting competition or a cultural/ recreational event at a local, national or international level. • Provision of a letter (on official letterhead) from the relevant organiser, peak sporting body etc. to confirm selection to participate in the event and at the level. • Applicants who are undertaking activity that may result in earning an income are not eligible to receive funds from the grants program. • Provide the completed acquittal document within one month of payment. Failure to do so may result in ineligibility for future applications. 	100%

Small Grants		
Criteria	Consideration	Weighting
Community Benefit	The application identifies a clear benefit for the community, encouraging residents to access, engage and actively participate in their local community.	45%
	The application demonstrates evidence and /or clear reason for why the project was developed.	
	A clear plan for identifying the target group is outlined.	
Strategic Alignment	<p>This application demonstrates a clear alignment with and outcomes based on Council's City Plan 2035 and Strategic Documents including but not limited to Council's:</p> <ul style="list-style-type: none"> • Regional Public Health Plan • Intercultural Strategic Plan • Ability Inclusion Strategic Plan • Thrive Strategy • Reconciliation Action Plan • Age Friendly Strategy. 	25%
	Demonstrates the organisation's ability and capacity to successfully deliver on the partnership with Council.	
Impact	The application responds to desired outcomes of	30%
	The application outlines measures that will be used to evaluate the impact the project has on the community.	
	The application outlines a strategy for supporting participants to continue their participation beyond the project/program.	
	The application has a clear strategic aim and goal.	

Medium Grants

Criteria	Consideration	Weighting
Community Benefit	The application identifies a clear benefit for the community, encouraging residents to access, engage and actively participate in their local community.	35%
Strategic Alignment	<p>This application demonstrates a clear alignment with and outcomes based on Council's City Plan 2035 and Strategic Documents including but not limited to Council's:</p> <ul style="list-style-type: none"> • Regional Public Health Plan • Intercultural Strategic Plan • Ability Inclusion Strategic Plan • Thrive Strategy • Reconciliation Action Plan • Age Friendly Strategy. 	30%
	Demonstrates the organisation's ability and capacity to successfully deliver on the partnership with Council.	
Impact	The application responds to desired outcomes of	35%
	The application outlines measures that will be used to evaluate the impact the project has on the community.	
	The application outlines a strategy for supporting participants to continue their participation beyond the project/program.	
	The application has a clear strategic aim and goal.	

What does 'Partnering with Council' look like?

Successful applicants of Small-Medium Community Grants are required to partner with Council. Depending on the size of the grant you've applied for, will depend on the level of partnership required. Partnering with Council can include, but is not limited to:

- Providing support at Council's Events including Australia Day, Fringe Carnival, Community Days
- Running a program or event at your facility or ground
- Assisting Council achieve various strategic objectives as outlined in the City Plan 2035 and other strategic documents
- Supporting Council to engage with a specific target audience.

Partnering with Council can take a variety of shapes and sizes and Council would be interested in hearing if you or your organisation has partnership ideas. However, the final agreement of what the partnership will look like is determined by Council and will need to be agreed to prior to the funds being released.

Funding Conditions and Acquittal Reporting

Successful applicants will be required to:

- Sign a funding agreement detailing the grant terms and conditions
- Where relevant, provide financial records, relevant insurance and any other key documentation
- Provide to Council relevant details for Electronic Funds Transfer of grant monies.
- Provide a detailed written report on all outcomes of the project funded by Council in the form of an acquittal report document (a template will be provided)
- Submit an acquittal report within 6 weeks from the conclusion of each project, providing all tax invoices and receipts – if these are not provided, the outstanding grant funding are required to be returned to Council.
- Applicants are required to spend the community grant funds within 6 months of receiving the grant funding. Any outstanding funds are required to be returned to Council.
- If the acquittal documentation is not provided, your group or organisation will be deemed ineligible for any future funding.
- Applicants may also be required to present, promote, and share their successful grant projects with the local community/other grant recipients.

Partnering with Council can take a variety of shapes and sizes and Council would be interested in hearing if you or your organisation has partnership ideas. However, the final agreement of what the partnership will look like is determined by Council and will need to be agreed to prior to the funds being released.

More information

Council is here to support you through this process. For more information or assistance with your grant application, visit our [website](#) or please contact the Coordinator, Grants Program on **8406 8340**, via email at CommunityGrants@salisbury.sa.gov.au or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.



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