

# Community Grants Program

## Environmental Sustainability Grant Guidelines FY 2023-2024



*opportunity » growth » lifestyle*

One-off-funding is available to support community organisations with an **environmental and sustainability project** that support the strategic vision for Frankston City's future and results in local positive community outcomes

Frankston City Council aims to support eligible community groups that contribute to one or more Council priorities from either

Greening our Future 2014-2024 Strategy, key themes of the strategy are:

1. Protecting and enhancing natural assets
2. Wise use of natural resources
3. Minimising environmental impacts
4. Educating and engaging the community

Climate Change Strategy 2023-2030, key themes of the strategy are:

1. Invest in and support the uptake of active and zero emissions transport
2. Accelerate the transition to renewable energy and zero carbon buildings/assets
3. Protect and adapt our natural environment and open spaces
4. Build the community's capacity for climate action and resilience to the impacts of climate change
5. Advance the transition towards zero waste and a circular city

The project must also:

- Have a community education and engagement component
- Have a point of difference and is outside the scope of normal day-to-day operations

**What projects can be funded? – This is not an exhaustive list**

- **Workshops** that encourage waste diversion, composting, worm farming, water recycling, water efficient garden beds or bush food gardens
- **Small events** that connect people and increase their knowledge of the climate emergency and provide skills for effective advocacy and action such as a documentary screening
- **Open day community events** such as tree planting days or bush regeneration activities
- **Workshops** that provide information to the community around making their homes more energy efficient or to transition to 100% renewable electricity
- **Community programs** that encourage skills to expand sustainable behavior such as how to access the various rebates available, bicycle maintenance workshops or clothing exchange activities

### Timeframes

**Applications Open:** 9am September 21 September 2023

**Applications Close:** 5pm November 16 2023

**Applications notified:** Early December 2023

### Applying for the Environmental Sustainability Grant

To apply, visit <http://frankston.smartygrants.com.au>

## Funding

Funding will be distributed to 6 successful recipients. There are two tiers of funding:

- **Tier 1 (\$1,000 for 5 recipients)** – supports smaller environmental and sustainability projects
- **Tier 2 (\$5,000 for 1 recipient)** – supports environmental and sustainability projects that aims for longer lasting change and greater community reach

The Environmental Sustainability Grants is a competitive process and limited to the amount of funds available. Applicants are not guaranteed funding, nor can an applicant be guaranteed full funding (refer to eligibility).

## Eligibility

Community groups and organisations seeking to apply for funds must be:

- **Not-for-profit community group or organisation**
  - Either be:
    - **Incorporated** under the Associations Incorporation Reform Act 2012 or commenced the process of incorporation (evidence will be required)
    - **Endorsed as a Deductible Gift Recipient (DGR)** as covered by Item 1 of the table in section 30.15 of the Income Tax Assessment 1997
    - **Auspiced** (sponsored or supported) by another incorporated or DGR covered Item 1 organisation that will accept legal and financial responsibility for the project or activity (evidence will be required)
  - **Proposing a project outcome** that is:
    - **Located** within the geographical boundaries of **Frankston City**
    - For the general community without discrimination or restriction and are socially, economically and physically accessible to the community
- Do not meet the above stated eligibility criteria;
  - Funding sought is for operational day-to-day activities;
  - Receiving other Council funding for the project
  - Are requesting funding for capital works and capital expenses including vehicles, air conditioning units, machinery or solar panels
  - Requesting funding that would otherwise be covered by insurance;
  - Involve activities that are the responsibility of another level of government (such as education, health); or are the responsibility of a group under their incorporation or lease/license agreement (including recurrent expenses and capital works);
  - Seeking retrospective funding for projects already started or been completed;
  - Support programs that create or may present hazards to the community;
  - Support programs that do not reflect widely held community standards;
  - Contravene State and Commonwealth legislation, Local Laws or Frankston Planning Scheme;
  - Are an individual, commercial and/or profit making organisation, political party or hosting a political event;
  - Are currently involved in a tendering or procurement process with the Council;
  - Are in financial debt with Council or have not previously complied with grant conditions (including unable to properly account for prior funds; have not spent funds for the agreed purpose; or have not returned a detailed accountability form for previous years community grants);
  - Are Staff, Councillor or contractor to Frankston City Council (any exemptions in unique circumstances would require approval from the Director Communities, and necessitate all Disclosure of Interest requirements are met);
  - Are unable to provide required documents as per the application guidelines

## Funding will not be considered for organisations, projects that:

### **Assessment Process**

Eligible grant applications will be assessed in accordance with the criteria and weighting as outlined in each Council grant's application guidelines and assessed by the responsible person(s) outlined in the Community Grants Policy.

Recipients will be released on Council's website and Transparency Hub.

**NOTE:** Canvassing or lobbying of Councillors, employees of Frankston City Council or assessment panel members in relation to any grant, subsidy and sponsorship applications is prohibited.

### **Required Attachments**

- **Certificate of Incorporation** or evidence of legislative provisions for charitable purposes
- Current Certificate of Currency – **Public Liability Insurance**
- **Minutes** from your organisation's last **Annual General Meeting or annual report**
- Current **financial statement** (Income/Expenditure, balance sheet and cash flow)
- **Auspice** applicants must **attach a letter of approval** from the auspice organisation and auspicing organisation must **provide the required documents**
- Evidence of cost/s for any requested essential equipment (quotations / screenshots etc)
- If on public land, letter of support from relevant land owner

### **Child Safety**

Everyone in the community has a responsibility in ensuring the health, safety and wellbeing of children.

- All grant recipients must, at minimum, commit to proactively keeping children safe and reporting any concerns of child safety.
- Grant recipients are required to comply with all relevant child safety legislation which may include, but is not limited to, The Victorian Child Safe Standards (2022) and The Child Wellbeing and Safety Act (2005). Council *may* request evidence of compliance.

## Assessment Criteria

Applications will be assessed based on the responses to questions in the criteria below:

Criteria	Weighting
<p><b>Council's Environment Strategies Alignment</b>            Demonstrate how the project contributes to at least one or more positive environmental outcomes in Frankston City from either:</p> <p><u>Greening our Future Strategy 2014-2024</u>, key themes of the strategy are:</p> <ol style="list-style-type: none"> <li>1. Protecting and enhancing natural assets</li> <li>2. Wise use of natural resources</li> <li>3. Minimising environmental impacts</li> <li>4. Educating and engaging the community</li> </ol> <p><u>Climate Change Strategy 2023-2030</u>, key themes of the strategy are:</p> <ol style="list-style-type: none"> <li>1. Invest in and support the uptake of active and zero emissions transport</li> <li>2. Accelerate the transition to renewable energy and zero carbon buildings/assets</li> <li>3. Protect and adapt our natural environment and open spaces</li> <li>4. Build the community's capacity for climate action and resilience to the impacts of climate change</li> <li>5. Advance the transition towards zero waste and a circular city</li> </ol>	35%
<p><b>Community Education and Engagement</b></p> <ul style="list-style-type: none"> <li>• Project provides opportunities for educating and engaging the community</li> <li>• Gives significant benefit back to the community</li> <li>• Number of Frankston City residents who directly benefit from the project</li> <li>• For the general community without discrimination or restriction and are socially, economically and physically accessible to the community</li> </ul>	35%
<p><b>Project Management</b></p> <ul style="list-style-type: none"> <li>• Demonstrates that the organisation has necessary resources and experience to successfully manage the project</li> <li>• Budget provided reflects value for money.</li> <li>• Expenditure of items / services within Frankston City is highly regarded</li> <li>• Consider risk management</li> <li>• Can provide measurable outcome and evaluation of the project at its conclusion</li> </ul>	20%
<p><b>Funding Availability</b>            Project addresses a need that would otherwise go unfunded</p>	10%
<p><b><i>Important but not essential criterion is as follows:</i></b></p>	
Project aims for longer lasting change and greater community reach	Value add

## Support Available

Contact	Assistance with	Contact
Community Grants and Network Officer	General enquiries and advice regarding Community Grants Program	(03) 9784 1035 <a href="mailto:communitygrants@frankston.vic.gov.au">communitygrants@frankston.vic.gov.au</a>
Environmental Policy and Planning Team	Enquiries and advice regarding environmental projects involving biodiversity (native vegetation restoration, habitat creation and connectivity, native flora and fauna protection, pest species management and tree planting)	1300 322 322 <a href="mailto:info@frankston.vic.gov.au">info@frankston.vic.gov.au</a>
Climate and Sustainability Team	Enquiries and advice regarding projects involving solar and renewable energy, energy efficiency, reducing mains water use and reducing greenhouse gas emissions.	1300 322 322 <a href="mailto:info@frankston.vic.gov.au">info@frankston.vic.gov.au</a>
Coordinator Child Safety	Information regarding Council's approach to child safety	<a href="mailto:childsafe@frankston.vic.gov.au">childsafe@frankston.vic.gov.au</a>
SmartyGrants Support Team	Technical issues with SmartyGrants website	(03) 9320 6888 <a href="mailto:service@smartygrants.com.au">service@smartygrants.com.au</a>
Interpreter	Assistance from an interpreter	131 450
National Relay Service	If you are deaf, hard of hearing and/or have a speech impairment you can contact the Council using the National Relay Service (NRS)	<a href="https://www.frankston.vic.gov.au/Your-Council/Contact-Us/National-Relay-Service">https://www.frankston.vic.gov.au/Your-Council/Contact-Us/National-Relay-Service</a>