



2022 Make it Happen - Hobsons Bay Recovery and Reconnection grants program guidelines

The Hobsons Bay Make it Happen, Recovery and Reconnection grants program provides funding to support our community to ‘make things happen’ as we learn about, work through and adapt to the impacts experienced in our city as a result of COVID-19.

The program can provide support to enable activities, projects, programs, events and resources across all sectors including environment, sustainability, sport and recreation, arts and culture, health and wellbeing, multicultural, community and neighbourhood development, technology, projects by and for young people, children and families and more.

If your group or organisation is active or planning to be active, providing benefits to our community and city, and needs support to make good things happen, contact a Council staff member to discuss your ideas.

Make it Happen, Recovery and Reconnection grants are open for applications from 1 February 2022 for four rounds with short monthly assessment times.

Applications close on 18 May 2022 or earlier if funds are exhausted.

Grant round	Application dates	Notification
February	1 February to 23 February 2022	late March 2022
March	23 February to 30 March 2022	late April 2022
April	30 March to 27 April 2022	late May 2022
May	27 April to 18 May 2022	late June 2022

This grant program supports activities, programs, events and equipment purchases that take place until December 2023. Council has extended the delivery deadline to be December 2023 for flexibility, however it is noted that grants rounds are expected to open during 2022-23 for applications over that period as well.

Applications can be made for funding amounts up to \$25,000 unless it is an equipment request, which are capped at a maximum of \$3,000.

More than \$650,000 is available for application, including a contribution from Toyota Australia of \$40,000, and the addition of \$162,500 from Council’s Community Support Package 4.

The program replaces and incorporates the Hobsons Bay Community grants, Environmental grants, Events and Festivals funding and Quick Response grants.

Make it Happen - Recovery and Reconnection is a dynamic program. As COVID-19 is creating a changing environment, COVID response and recovery needs may also rapidly evolve. This means the program and priorities may be adjusted in response to changing community need and feedback.

Purpose

The purpose of this grants program is to support our community to ‘make things happen’ as we learn about, work through and adapt to the impacts experienced in Hobsons Bay through COVID-19.



Aims

Make it Happen, Reconnection and Recovery grants aim to:

- promote physical and mental health, wellbeing and connection
- build group/club recovery/resilience capacity and skill development to support recovery
- facilitate social inclusion and participation from diverse populations
- contribute to the development and strengthening of local communities
- support and enhance positive environmental and sustainability outcomes
- assist responses from local clubs, community groups and organisations to continue, adapt, build resilience and engage through the COVID-19 environment
- support event and festival opportunities for celebration, expression, active participation and/or visitor, tourism and economic benefits that help build the profile of our city.

Council welcomes proposals that support social inclusion and focus on diverse and priority populations. These include children and young people (0-25years) older people (55 years and over), people from Culturally and Linguistically Diverse backgrounds, Aboriginal and Torres Strait Islander Peoples, people living with a disability, women and girls, LGBTIQ+ and gender diverse communities and vulnerable populations.

Application information

Applicants can apply for:

Proposal	Amount
Projects, initiatives, activities	Up to \$25,000
Events and festivals	Up to \$25,000
Equipment and/or resources	\$1,001 to \$3,000
Toyota small equipment and/or resources	Up to \$1,000

Information sheets outlining Council priorities and proposal examples are available on the theme or content of your proposal at FAQ 3. Please refer to Council's website for more information at www.hobsonsbay.vic.gov.au/grants.

All applicants are encouraged to discuss their applications with a Council staff. Applicants requesting above \$10,000 must discuss their proposal with a Council staff member. Your first point of contact can be with Council's Community Grants Officer, who can connect you with people in the relevant content area. Call Council's Community Grants Officer on 1300 179 944 or email grants@hobsonsbay.vic.gov.au. Alternatively, contact the teams directly through the details at FAQ 3.

Events and Festivals – depending on the complexity of your event, you may be required to include traffic management, operations and emergency planning well in advance of the event taking place. Please make contact with Council's events staff on events@hobsonsbay.vic.gov.au for information on what may be required. Support, templates and training are offered.

Successful applications will focus on meeting needs that can't be met by other grants programs (e.g. state government and peak body programs), and those that are most appropriately supported by Council. As these are unprecedented times the scope is broad, and could include requests for needs such as:

- digital tools, including online conferencing subscriptions, online learning, webinars, web design and redevelopment and training



- creative online program projects
- bridging isolation and building connections projects
- assistance to develop different ways of operating to meet emerging needs
- online connection programs
- events and festivals
- sporting ‘come and try’ days
- environmental and sustainability initiatives
- art, culture and heritage projects
- initiatives responding to specific needs within cultural groups, age groups or neighbourhoods
- leadership and volunteer development for new and emerging members training in online platforms
- guest speakers on topics relevant to the club or group e.g. mental health, coping with COVID-19 restrictions and recovery
- equipment and/or resources for local clubs and groups e.g. sporting equipment, art supplies
- other emerging needs from the COVID-19 pandemic that meet the Recovery and Reconnection Grants guidelines

Timelines

Timeframes are as follows ensuring funds go into the community with as much flexibility as possible as we plan for how to best make things happen in a ‘COVID-19 safe’ way across our community:

- applications close 18 May 2022 or earlier if funds are exhausted
- applications are assessed and funds released monthly

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February round	1 February to 23 February 2022	late March 2022
March round	23 February to 30 March 2022	late April 2022
April round	30 March to 27 April 2022	late May 2022
May round	27 April to 18 May 2022	late June 2022

Funds will be released quickly after notification and applicant agreement. Projects to be completed by December 2023. Council has extended the delivery deadline to be December 2023 for flexibility, however it is noted that grants rounds are expected to open during 2022-23 for applications over that period as well. In the event projects are impacted by further COVID-19 restrictions, extensions and variations are available.

Support local business

The local economy continues to be impacted by COVID-19. Grant applicants are encouraged to support local business by sourcing and shopping local.

How to apply

Go to www.hobsonsbay.vic.gov.au/grants to find a link to the **online application** form along with extra information about the program.



Assessment process

- eligibility check
- assessment and recommendation
- review panel

Assessment criteria

Applications will be assessed according to the following criteria:

- Delivery and capacity – 30 per cent
How well the proposal and budget has been outlined and is it achievable?
- Value and benefit – 40 per cent
Does the proposal provide benefit and value to the community?
- Purpose/priorities – 30 per cent
How well does the proposal respond to the grants program purpose, sector information sheets, diverse and priority populations and support recovery?

Council will endeavour to ensure the distribution of grant funds is fair and equitable. When making decisions, Council's review panel will consider dispersion and diversity of proposals across Hobsons Bay.

Projects that meet grant requirements and have not previously been funded through the grants program will be considered more favourably than projects that have been funded in previous years.

Equipment and/or resources grant applicants will be given priority if they meet the grant requirements and have not received funds in this grant category in the past 2 years. All equipment and/or resources must be located at a venue within Hobsons Bay and remain the property of the group or club and must be used by/for Hobsons Bay residents.

All events, projects and initiatives need to operate within Hobsons Bay.

Organisations located outside of Hobsons Bay will need to demonstrate a clear connection with the local community and/or clubs and groups.

Get support

As part of the program, Council offers assistance and advice on how to prepare applications. Applicants are encouraged to take up this offer.

Grant Information sessions, Grant writing workshops and planning support will be held via zoom. For workshop dates visit www.hobsonsbay.vic.gov.au/grants. If you require support in attending this session, please contact the Community Grants Officer.



For further information or to discuss an idea or opportunity, your first point of contact can be with Council's Community Grants Officer, who can connect you with a Council staff member in the relevant content area.

Information sheets listing Council contacts, priorities and proposal examples are available on the theme or content of your proposal. Please refer to Council's website FAQ 3 for more information.

All applicants are encouraged to discuss their applications with a Council staff.

It is a requirement for applications above \$10,000 to be in contact with a Council staff member prior to their submission.

Groups that are not incorporated must have an auspice agent that meets the eligibility criteria below. Contact the Community Grants Officer to discuss auspicing options or talk through other ways to activate your project.

Find further details and how to apply at www.hobsonsbay.vic.gov.au/grants

Email: Hobsons Bay City Council at grants@hobsonsbay.vic.gov.au

Phone: Hobsons Bay City Council Community Grants officer on 1300 179 944

Further Support

If you require an Interpreter Services, you can use Language Line: 9932 1212

If you are deaf or have a hearing or speech impairment, you can use the National Relay Service: 133 677.

Hobsons Bay City Council is aware some people with a disability may require additional support in applying for a grant. Please contact the Community Grants Officer if you require assistance.

Eligibility

Eligible to apply are:

- non-profit or not for profit incorporated clubs, groups, organisations, community centres, neighbourhood houses, schools and other facilities
- professional producers are eligible to apply for events and festivals, if the activity proposed provides demonstrated benefits to the city of Hobsons Bay, with significant community and cultural value and/or visitation and economic benefits
- applicants can be based in Hobsons Bay or outside Hobsons Bay, however, the application must be for resources and activities that take place in Hobsons Bay and must demonstrate local need, experience and impact; if online, highly relevant to Hobsons Bay
- community activities require the majority of participants to come from Hobsons Bay. Event and festival applications may encourage local as well as tourist and visitor experiences

Depending on the priorities and applications received, applicants based in Hobsons Bay may be prioritised.



Not eligible to be funded:

- organisations that have previously received a grant from Council and have not provided a satisfactory Acquittal Report by the due date.
- organisations that derive income from gambling or promote gambling
- organisations currently funded by Council to undertake the same activity
- proposals which are deemed as core curriculum activities of educational institutions (schools and kindergartens) and are totally education focused
- proposals for ongoing salaries, capital works, maintenance, vehicles, trophies, fundraising, school/early years fetes, donations, sponsorship and administration costs
- proposals for sponsorship where the funds are directly redistributed to a third party or person
- proposals that would require ongoing financial support from Council
- proposals that have been or could be funded from other sources (e.g. fees, sponsorship, service agreements, etc.) or other levels of government
- equipment requests over \$3,000
- equipment that is for an individual
- equipment that is not stored, located and/or used within Hobsons Bay

Insurance requirements

Grant recipients or their auspice need to have a minimum of \$20 million public liability insurance.

Groups with an active grant(s) or in receipt of Council support can apply for a new project

Groups or organisations who are in receipt of funding or other support from Council including recovery or program funding, and groups with active grants are able to make an application for a new project however, if Council has received other applications that have similar benefits, new applicants may have a higher chance of success.

Other opportunities

Community Pitch 2022/23

The community can submit a project, initiative or program for Council to deliver as part of the 2022-23 budget. All ideas need to demonstrate strong community benefit, align to strategies and priorities of [Council Plan 2021-2025](#) and be deliverable by Council between 1 July 2022 and 30 June 2023.

[For further information regarding Community Pitch 2022/23 visit \[www.hobsonsbay.vic.gov.au/Council/Current-Projects/Pitch-Your-Idea\]\(http://www.hobsonsbay.vic.gov.au/Council/Current-Projects/Pitch-Your-Idea\)](http://www.hobsonsbay.vic.gov.au/Council/Current-Projects/Pitch-Your-Idea)

Council Community Support Packages

Council Community Support Packages have been announced to support different groups such as arts, business and young people.

For further information regarding Council community support packages, visit www.hobsonsbay.vic.gov.au/CommunitySupportPackages