



Make It Happen - Hobsons Bay Recovery and Reconnection grants program guidelines

The new Hobsons Bay 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.

Make It Happen - Hobsons Bay Recovery and Reconnection Grants 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 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.

- Recovery and Reconnection funding round is open for applications from 20 November 2020 with short (monthly) assessment times in place until May 2021.
- It supports activities and programs that take place until 30 June 2022.
- Applications can be made for funding amounts between \$500 and \$25,000.
- \$500,000 is allocated to the round through Council's COVID-19 Community Support Package 3.
- The Recovery and Reconnection Round replaces and incorporates the Hobsons Bay Community Grants, Environmental Grants, Events and Festivals and Quick Response Grants Funding for 2020-21.

Make It Happen - Recovery and Reconnection is a newly designed 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

Reconnection and Recovery grants aim to:

- Promote health, wellbeing and reconnection
- 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
- Develop responses from local clubs, community groups and organisations to continue, adapt, build resilience and engage through the COVID-19 environment



- Assist groups/clubs and organisations to recover 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
- Support and enhance positive environmental outcomes

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 up to \$25,000 for events, festivals, projects and initiatives.

Applicants requesting equipment can apply for a maximum amount of \$3,000. Capital requests are not eligible.

Applicants requesting above \$10,000 must discuss their proposal or idea with a Council staff member. 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 people in the relevant content area. Call Council's Community Grants Officer on 1300 179 944 for assistance or email grants@hobsonsbay.vic.gov.au

Other sources of funding and contributions are expected. This can include in kind or volunteer time.

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.

Information sheets listing priorities and proposal examples are available on the theme or content of your proposal. Please refer to Council's website FAQ 7 for more information at www.hobsonsbay.vic.gov.au/grants.

Successful applications will focus on meeting needs that can't be met by other grants programs (e.g. state government programs), and 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
- 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
- resources to assist group hygiene and sanitizing
- club/group gatherings when restrictions allow to foster reconnection
- other emerging needs from the COVID-19 pandemic that meet the Recovery and Reconnection Grants guideline

Timelines

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

- applications open week commencing 16 November 2020
- applications close end of May 2021 or earlier if funds are exhausted
- applications are assessed monthly
- funds are released monthly

| Assessment closing dates | Notification and payment |
|---------------------------------|---------------------------------|
| Wednesday 16 December 2020 | January 2021 |
| Wednesday 27 January 2021 | February 2021 |
| Wednesday 24 February 2021 | March 2021 |
| Wednesday 24 March 2021 | April 2021 |
| Wednesday 28 April 2021 | May 2021 |
| Wednesday 26 May 2021 | June 2021 |

Projects are due to be completed by June 2022. If projects are impacted by further COVID-19 restrictions, this will be flexible, with extensions and variations 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 at FAQ 2 along with extra information about the program.

Assessment process

- eligibility check
- assessment and recommendation
- review panel

Assessment criteria

- Delivery & capacity – 30 percentage
How well the proposal and budget has been outlined and is it achievable?
- Value and benefit – 40 percentage
Does the proposal provide value to the community?
- Purpose/priorities – 30 percentage
How well does the proposal respond to the grants program purpose 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.

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.

The first **Grant Information and Writing Workshop** will be held online via zoom on **Monday 7 December from 6pm to 8.30pm**, further sessions will follow. To make a booking email the Community Grants Officer at grants@hobsonsbay.vic.gov.au.

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.

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 above eligibility. Contact the Community Grants Officer to discuss auspicings options or talk through other ways to activate your project.



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

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

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 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
- 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 (except for events and festivals), donations, sponsorship and administration costs
- 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 and is not stored located 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.

Grant opportunities

Hobsons Bay Business has Heart grants

Council is supporting economic recovery through COVID-19, a funding round for businesses is open for applications now at <https://www.hobsonsbaybusiness.com.au/Do-Business/Hobsons-Bay-Business-has-Heart>

Pitch My Idea

People are invited to submit an idea or project that they would like Council to consider funding or implementing in its 2021-22 budget; open for applications until 31 December 2020 at www.hobsonsbay.vic.gov.au/Council/Current-Projects/Pitch-Your-Idea

Small organisational funding registration

(replaces Small expenses grant available through the Community Grant and Quick Response Grants Program)

Groups are not required to make a funding application in 2021. Groups seeking support can register by 28 February 2021 on grants@hobsonsbay.vic.gov.au using the subject heading Small organisational funding registration.

Funding to support the needs of small community based groups and organisations that meet regularly and which facilitate and promote social interaction or are new or emerging.

Details include:

- groups or organisations with an income under \$20,000 are eligible to register
- up to \$500 is available for existing groups and organisations
- up to \$1,000 is available for new emerging groups or organisations
- funding can support insurance and governance costs and group operating costs
- groups already in receipt of a 2021 Small expenses grant are not eligible to re-apply for the 2021 year