

## Grant Focus: **Volunteering**

<b>Council Staff contact</b> - applicants requesting over \$5,000 are required to contact a Council Officer to discuss your proposal. All other applicants are also encouraged to discuss proposals.			
<b>Officer:</b> Kate Jeffery		<b>Position:</b> Volunteering and Community Development Officer	
<b>Email:</b> <a href="mailto:kjeffery@hobsonsabay.vic.gov.au">kjeffery@hobsonsabay.vic.gov.au</a>		<b>Phone contact:</b> 9932 1002	
<b>Grant Focus</b>			
Volunteering grants support activities that; help foster inclusivity, agility, resilience, and capacity building within the local volunteering sector and helps build social connections and sense of belonging.			
The act of volunteering is often as important at the achievement. Social connection, education, skills development, engagement with parents or broader community, empathy building towards people or causes and other factors should be considered when developing the value or purpose of your proposal.			
<b>Priorities/Criteria</b>			
Applications must identify a need for the project in the community			
Activities that			
<ul style="list-style-type: none"> <li>- Support and encourage accessible, equitable and inclusive approaches to volunteer participation</li> <li>- Inspires volunteerism and civic participation</li> <li>- Build the capacity of volunteers, coordinators of volunteers, volunteer board and committee members</li> <li>- Support volunteers to develop and learn new skills and expand their connections and networks</li> <li>- Celebrate and recognise volunteers and their contribution to community</li> <li>- Help promote good governance, sustainability, and leadership within volunteer groups and organisations</li> <li>- Promotes and supports best practice in volunteer engagement as per the National Standards for Volunteer Involvement <a href="http://www.volunteeringaustralia.org">www.volunteeringaustralia.org</a></li> <li>- Help achieve the goals of the <a href="#">Hobsons Bay Volunteering Strategy</a></li> </ul>			
<b>Encouraged</b>			
Activities that			
<ul style="list-style-type: none"> <li>- Support community resilience and recovery</li> <li>- Responsive to evidenced and demonstrated community need</li> <li>- Foster partnerships between community and volunteer sector stakeholders</li> <li>- Demonstrates understanding of local volunteering environment</li> <li>- Demonstrate understanding and consideration of volunteer safety in relation to OHS</li> </ul>			
<b>Budget</b>			
<ul style="list-style-type: none"> <li>• Volunteer contributions can be included in the budget as <b>in kind</b> (not funded by the grant, but a costed contribution of volunteer time from the organisation) and can be estimated at \$42 per hour (Source - <a href="#">State of Volunteering Victoria Report calculator for all ages</a>) For example: 5 meetings x 10 volunteers x 2 hour meetings @ \$42 / hour = \$4,200 In kind amounts are to be included in the income and offset in the expenditure budget columns</li> <li>• Specialist professional services to reflect the actual value and cost For example: 1 x facilitator/trainer at 10 hours @ \$120 / hour = \$1,200</li> </ul>			
<b>Budget example</b>			
<b>Income</b>	<b>\$</b>	<b>Expenditure</b>	<b>\$</b>
Grant	1,200	Facilitator/trainer 1 x 10hrs x \$120	1,200
In kind volunteer time 5 mtgs x 10 vols x 2hrs x \$42	4,200	In kind volunteer time 5 mtgs x 10 vols x 2hrs x \$42	4,200
<b>Total project cost</b>	<b>5,400</b>	<b>Total project cost</b>	<b>5,400</b>

## Resources

These resources help provide answers to frequently asked questions regarding managing volunteers, offer advice on best practice in volunteer engagement and are good start points for thinking how you might add value to your application:

- Justice Connect - National Volunteer Guide  
<https://www.nfplaw.org.au/volunteers>
- Volunteer Victoria  
[Volunteering Victoria - State Peak for Volunteering](#)

## Example applications/proposals

Projects that support young people to participate in volunteering	Projects that support volunteers to develop and learn new skills and expand their connections and networks
Training for volunteers and volunteer coordinators; for example to support digital literacy skills development, rights, responsibilities and boundary setting training	Diversity and inclusion workshop for volunteers and volunteer coordinators
Financial literacy training for board members	A storytelling arts-based project to celebrate and recognise local volunteers
A partnership project to support people with disabilities to participate in a volunteer program	A project to help support leadership renewal and succession planning for committee members

## Items/proposals that are ineligible

Activities that support and respond to the needs of for-profit businesses	

**Please note that this fact sheet only assists with the volunteering component of a grant application. You may need to refer to other fact sheets for help with the other components of the proposal e.g. arts, youth.**