

The Wellbeing Support Grant Program is available to assist with the establishment of new community organisations, projects and services, as well as the enhancement of existing projects and programs, for the benefit of our diverse community.

## Objectives

The key objective of the grants program is to equitably support sustainable initiatives that address an identified and unmet community need, with an aim to:

- improving resident health and wellbeing
- supporting opportunities for volunteerism
- building capacity of community groups, projects and programs to be sustainable.

## Cardinia Shire's Liveability Plan 2017 – 2029

All applications must demonstrate alignment with at least one of the outcomes listed in Cardinia Shire's Liveability Plan.

*Vision: Cardinia Shire is a liveable, resilient community where the environment flourishes and residents are healthy, included and connected.*

Outcomes:

- Improve mental health and wellbeing
- Improve social cohesion
- Improve safety
- Improve healthy eating and active living
- Reduce family violence
- Improve financial wellbeing and resilience
- Reduce harm from tobacco, alcohol, drugs and gambling

For further information on Cardinia Shire's Liveability Plan please [click here](#).

## Categories

There are three categories of funding:

1. **Seeding Grant** to support the establishment of new community groups or initiatives (i.e. programs or projects) that seek to improve community health and wellbeing.
2. **Volunteer Support Grant** to assist with the recruitment and development of volunteers.
3. **Small Change Grant** to assist with ad hoc requests for support from established community-based groups and community service organisations.

## Eligibility

Applicants must be:

- not-for-profit; and
- locally based and/or servicing Cardinia Shire residents;
- a Community Asset Committee of Council; or
- incorporated (or be auspiced by an incorporated organisation – please note, Community Asset Committees cannot take on the function of an auspice) or operated by a Committee of Management, or an alternative formally recognised governance model (e.g company limited by guarantee).

If a licence, lease or funding agreement exists between Council and the community organisation, then the agreements need to be signed and current in order for applications to be considered.

Community groups with incomplete or outstanding projects must complete these before any further applications will be considered.

## What cannot be funded

Funding will not be allocated to:

- activities which are a primary or core service and/or responsibility of Council or State or Federal governments
- individuals
- private, profit-making organisations
- political organisations
- capital works projects (as defined in Council's [Community Capital Works Grants Policy](#))
- public space/township beautification projects
- replacement of existing equipment and/or furnishings at community and recreational facilities
- maintenance of community or recreational facilities
- events
- operating costs
- existing salaries.

## Seeding Grant

Applicants for Seeding Grants may only apply for a grant to support establishment costs of a new organisation, group, club, project, program or service. Examples include:

- promotional material to advertise a new program or group
- incorporation fees
- insurance
- design costs for a newsletter or website
- purchase of small items of equipment.

Where insurance costs are requested in the set-up of an organisation, Council will commit to funding this cost for the first year only.

Other ongoing costs must be evidenced to be sustained without further Council support beyond the first year of its life.

## Volunteer Support Grant

Applicants for Volunteer Support Grants may apply to undertake a range of initiatives that will grow and develop volunteering within Cardinia Shire. Examples include:

- establishing volunteering programs
- training and development of volunteers, where not mandated by regulation, nor within the scope of training that is provided by the organisation\*
- promotion of volunteering opportunities.

\*Applications cannot include requests for support for [training already subsidised by Council](#).

## Small Change Grant

Applicants for Small Change Grants may apply for funding to assist with a range of ad hoc costs that cannot be met through other funding sources. Examples include:

- purchase of small items of equipment
- uniforms
- website redevelopment
- short term projects
- Christmas decorations

Operating costs associated with the day-to-day running of an organisation/group will not be funded through small change grants. If the organisation/group cannot continue without the item/program/service then it is considered an operating cost.

## Grant criteria

All applications must:

- demonstrate a benefit to the health and wellbeing of Cardinia Shire residents and align with Cardinia Shire's Liveability Plan
- support equitable access and inclusion
- address an unmet need (and provide evidence of this need)
- clearly identify beneficiaries
- clearly state objectives with measurable outcomes; and
- address how the application fits within the scope of the grant category.

## Grant Funding

Applicants must substantiate the grant amount requested.

Only one successful application for funding per applicant is permitted each financial year.

- Seeding Grant - maximum of \$5,000
- Volunteering Support Grant - maximum of \$3,000
- Small Change Grant - maximum of \$1,000

## **Assessment Process**

Applications received will be assessed by a multidisciplinary panel of Council staff and endorsed by Council.

## **Dispute Resolution**

If an applicant wishes to query a grant assessment, written requests for clarification may be sent by post or email:

### Post

Att: Connected Communities Team  
Cardinia Shire Council  
PO Box 7  
Pakenham VIC 3810

### Email

[mail@cardinia.vic.gov.au](mailto:mail@cardinia.vic.gov.au)

All requests will receive due consideration and a written response will be provided.