

**ORDINARY MEETING OF COUNCIL**

**22 JUNE 2009**

**ORDER OF THE DAY**

**ORDER 5**

**2009-2010 COMMUNITY GRANTS  
PROGRAM**

**LOCATION/ADDRESS:**

**RESPONSIBLE EXECUTIVE DIRECTOR:**

**GEOFF OULTON, EXECUTIVE DIRECTOR  
COMMUNITY DEVELOPMENT AND  
PLANNING**

**AUTHOR:**

**MICHELE LEONARD, MANAGER  
COMMUNITY DEVELOPMENT &  
ENGAGEMENT**

**FILE NO.:**

**40/03/88**

**ATTACHMENTS:**

**ATTACHMENT 1: LIST OF  
RECOMMENDED SUCCESSFUL  
APPLICANTS (CONFIDENTIAL)**

**ATTACHMENT 2: STATISTICAL  
INDICATORS**

**ATTACHMENT 3: ASSESSMENT PANEL  
TERMS OF REFERENCE**

**ATTACHMENT 4: ASSESSMENT PANEL  
ANNUAL REPORT**

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**1. EXECUTIVE SUMMARY**

- 1.1. The Community Grants Program provides funding to community organisations to deliver programs that build on local strengths to develop active, connected communities.
- 1.2. This report presents Council with a list of successful applicants as recommended by the Community Grants Panel 2009-10.

- 1.3. This year the Community Grants Program received 112 applications asking for a total of \$400,259. Of these 94 were recommended for funding, to a total value of \$209,748.
- 1.4. A further \$27,000 was funded to 9 projects from 3 organisations, as part of a trial of longer term funding which started in 2008-09.
- 1.5. In all, \$236,748 has been recommended for funding in the 2009-10 program.

## **2. RECOMMENDATION**

That Council resolves to:

- 2.1 Endorse the recommendations of the Community Grants Assessment Panel.
- 2.2 Thank the members of the Community Grants Assessment Panel for their assistance and their recommendations.

## **3. DISCUSSION**

- 3.1. The Community Grants Program aligns with draft Council Plan strategy 3.1.3 'Build on local strengths to develop active, connected communities'. The grants program aims to support a broad range of initiatives that respond to community identified needs, enhancing the health and wellbeing of Port Phillip communities
- 3.2. **Structure of the Grants Program**
  - 3.2.1. There are two categories of funding for the Community Grants Program: Social Support, and Community Strengthening.
  - 3.2.2. The Social Support category recognises that many small groups require funding to run their activities which are not necessarily project based but form an important part of people's lives and wellbeing. For instance, many culturally and linguistically diverse groups apply to this category in order to maintain their social groups and ongoing activities, rather than distinct projects. Maximum funding under the Social Support category is \$950.

3.2.3. The Community Strengthening category funds projects that strengthen the capacity of local groups and small organisations to survive now and into the future to be more sustainable, or for projects that contribute to the health and well-being of the community, are designed to meet local need and encourage participation, and / or support environmental sustainability. Maximum funding under the Community Strengthening category is \$10,000.

**3.3. Long term project funding**

3.3.1. Funding under the Community Grants program is currently for one year. Projects that apply for funding in subsequent years will be considered for funding. Projects that can demonstrate sustainability will be favourably viewed.

3.3.2. In the 2008-09 Community Grants Program, \$27,000 was granted to three organisations (Sacred Heart Mission, Inner South Community Health Service, Port Phillip Community Group) to trial multiple year project funding. It is recommended that this funding be continued in 2009-10.

**3.4. Process**

3.4.1. Applications for Community Grants Program 2009-10 opened on 23 February 2009 and closed on 3 April 2009. Three information sessions were held for prospective applicants in February and March 2009.

3.4.2. Applications were assessed by two Assessment Panels, each made up of one Councillor, two local community members, and one City of Port Phillip Council officer. See attached Community Grants Assessment Panel Report for more details.

3.4.3. All applications are assessed against whether they meet the program priorities; can demonstrate longer term sustainability, can demonstrate scope vision and need for the project; have demonstrated effective planning and management; and have a produced an effective and realistic budget. Organisations that had been funded in previous years must also demonstrate sound accountability practices.

3.4.4. Applications that are not being funded this year generally represent those that are either the funding responsibility of another level of government or those that did not score highly enough on the weighted scoring tool.

**3.5. Panel feedback for Council’s consideration**

<b>FEEDBACK</b>	<b>ACTION</b>
<b>Assessment process</b>	
Additional information shared in the panel could be made more accessible by projecting it onto a screen, rather than listening to Council staff reading.	To be implemented in next year’s program.
Financial reports of applicants should be made available to the panel.	Financial reports have always been made available to the panel. We will endeavor to make this clearer in future years and allow panel members to arrive earlier to meetings to review supplementary information should they wish.
Easier access could be made to last year’s accountability reports.	Ease of access to be reviewed next year’s program.
Applications to the Community Strengthening category should be assessed prior to the Social Support applications. This will allow more time to the review larger applications without rushing.	To implement in next year’s program.
<b>Application form design</b>	
Ensure questions align better with selection criteria	To review questions and selection criteria for next year’s program.
The quality of applications could be improved. Perhaps the questions could be made clearer.	To review questions and selection criteria for next year’s program.
<b>Selection Criteria</b>	
The sustainability criterion needs to include sustainable project outcomes or impact, not just sustainability of the program itself.	To consider for next year when application questions and criteria are reviewed.
Criteria should reflect Council’s Priorities.	To consider for next year when application questions and criteria are reviewed.
Review selection criteria and simplify descriptions of each criterion. There should be no more than 2 concepts per criteria.	To consider for next year when application questions and criteria are reviewed.
Cut down the number of Program Priorities to make it easier for applicants to understand and comply.	To consider for next year when application questions and criteria are reviewed.
The criteria need to be more specific to make it	To consider for next year when application

easier to decide between applications. eg. budget should be both about the accuracy and addition of the budget as well as its relevance to the project.	questions and criteria are reviewed.
A criterion could be the number of people to benefit from a project. Projects addressing the needs of more people could score higher.	Programs may respond to an identified need and have a great impact regardless of the number of beneficiaries. For further discussion.
Need should be its own criterion.	To consider for next year when application questions and criteria are reviewed.
<b>Program Design</b>	
The panel recommends that Council investigate amending Community Grants program criteria, guidelines and conditions in order to formalise multiple year funding arrangement in future Community Grants Programs.	For further discussion and review for next year.
<b>Guidelines</b>	
Encourage use of public transport in guidelines	To consider including next year.
What is/ isn't eligible to be funded needs to be clearer. Too many blurred lines eg. Funding staff costs, venue hire etc.	For further discussion and review for next year.
Make Public Liability Insurance cover an eligibility criteria	To implement next year
<b>Social Support Applications</b>	
Maximum of one Social Support application from each community group should be permitted.	This is not viable as one organisation may coordinate a number of social support programs that address various needs in the community. To consider limiting the number of social support grants a group can apply for that target the same group of people and address a similar need.
Assessing applications to the Social Support category take a significant amount of time. If Council has an ongoing commitment to funding these smaller groups, perhaps allow them to apply for multiple years of funding subject to satisfactory accountability reports annually.	For further discussion.
<b>Promote inter-agency partnerships</b>	
Indicate in the scoring that bonus points will be awarded for collaboration between organisations that work together.	This is already addressed in the Program Priorities, which forms the basis of one of the criterion in the Community Strengthening category.

**3.6. Implementation and next steps**

- 3.6.1. Successful applicants will be presented with cheques at a Community Grants celebration event in July 2009.
- 3.6.2. Successful projects will be listed on Council's website and promoted through the community events listing.
- 3.6.3. Feedback is offered to unsuccessful applicants.

**3.7. Key messages**

3.7.1. The Community Grants Program directly supports Council Plan Strategy 3.1.3.

3.7.2. The panel has undergone a thorough and transparent assessment process that has been applied consistently and made recommendations in line with Council's priorities and policies.