

October 2023



Keira Electorate

Community Groups

Get That Grant

An overview of grant and funding opportunities available to community groups, not-for-profit organisations, businesses and individuals in the Keira electorate.

Ryan Park MP

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Message from Ryan Park MP

Ever since I was first elected as the Member for Keira in 2011, I have been working with local community groups to help them improve their facilities and services. I am pleased to have been able to secure vital funding that has seen enhancements carried out across the electorate.

Each week I continue to receive countless requests for assistance from a range of community groups, sporting and cultural organisations regarding accessing Government and Non-Government Grants.

With this in mind, I am pleased to be able to provide this information booklet. I hope this will be of some assistance in helping you and your group or organisation apply for a grant, to know what is available, where to get information and how to make your application stand out from the rest.

In this booklet you will learn how to find out what grants are available, who is eligible to apply for grants and key information to include in your grant application.

Also included are some examples on techniques you can use in your applications. These examples can be used so you can get a better understanding about what needs to be included and how it needs to be presented.

Unfortunately, different grants require different processes, but hopefully this book will at least make it that little easier for you and your team to know what is available and where to go looking for it.

Please don't hesitate to contact my office should you need assistance or additional information.

All the best and good luck!

**Ryan Park MP
Member for Keira**

**This document is intended as a guide only.
Please check information directly with the grant
providers. Information collated 29 August 2023.**

I acknowledge the Dharawal people as the traditional owners of the land that the Keira electorate rests on. I recognise their continued connection to country and pay my respect to elders past, present, and emerging. I pay respect to Mt Keira, the namesake of our electorate.

Getting Started



Are you ready to submit your application?

The first thing that all community groups need to consider is 'are you actually ready to submit your application'. Often funding programs open for applications with only a small timeframe to submit and they require a significant amount of pre-planning.

It is important that you as a group have determined what your projects are and then decide the priority of those projects. Do not wait until a grant is open to start these discussions. ***You should have this already agreed upon well in advance.***

Most NSW Government grants require:

- Quotes for projects (usually 2-3)
- Relevant Development Applications (DA)
- Copies of public liability insurance
- And your most recent financial statements.

You need to plan ahead and be ready. Once the executives of the community group have agreed on a project you need to get to work having plans drawn up and seek quotes. This can often take several weeks, so start early.

What kind of project?

The table below contains examples of successful projects funded by grants in the Keira electorate.

Organisation	Funding	Project
Primary School	\$23,000	Upgrades to Basketball Court
Community Group	\$10,000	Community Garden upgrade
SLSC	\$15,000	Rescue Watercraft
Sport Club	\$10,000	New BBQ area
Sport Club	\$35,000	Drainage upgrades
Sport Club	\$8,000	Clubhouse refurbishment
Primary School	\$27,138	Upgrades to the playground
Girl Guides Branch	\$13,083	New kitchen for their hall
Sport Club	\$22,000	To construct a single-story pavilion
Arts Organisation	\$15,000	Refurbishment of auditorium
Scouts Branch	\$8,700	To repair and upgrade their building
Primary School	\$14,500	Upgrade carpark
Community Group	\$14,562	New play space
Arts Organisation	\$15,000	Replacement of lighting system

Who is eligible to apply?

To apply, with limited exceptions, for any type of NSW Government funding, the applicant must be an organisation incorporated in Australia. In most NSW Government funding programs the eligibility criteria includes:

- Incorporated, community based not-for-profit organisations
- NSW local councils (and their Section 355 communities) as operating under the Local Government Act (1993)
- In some cases, individuals may apply themselves.

Is your organisation incorporated? If not contact the Registry of Cooperatives and Associations at NSW Fair Trading to assist you become incorporated.

It is important that with each program you carefully check your eligibility.

TIP: Within your organisation you should have one person who is responsible for submitting documents and they should be the contact person on the application. Make sure to use an email address that is checked regularly. You could even consider setting up an email account that can be kept by the group rather than an individual's personal address.

What Grants Are Available To Apply For?

There are a number of useful links that community groups should become familiar with to ensure they are applying for funding that is appropriate to them when they are available.

Groups need to be aware that funding opportunities are subject to constant change and groups need to familiarise themselves with the eligibility criteria. Groups also need to revise the funding agreement arrangements should they be successful in being awarded funding.

The key to successful funding is a proper assessment of the project that needs to be funded and then matching it with the appropriate program. There are a number of public and/or private sector programs open for application and it is up to the groups to apply for the suitable funding scheme.

A number of NSW Government agencies provide grants to local government councils and a range of non-government, not for profit organisations for the purpose of providing or enhancing a service provided to the community.

Government agency guidelines ensure that the assessment process is objective, transparent and fair.



Community Building Partnership

The NSW Community Building Partnership (CBP) program aims to create more vibrant and inclusive communities across NSW. This is done by supporting projects that encourage community participation, inclusion and cohesion, and deliver positive social, environmental, inclusive or recreational outcomes.

There is a maximum of \$400,000 allocated to each electorate. Incorporated not-for-profit community organisations and local councils (who are required to provide matched funding to the CBP grants) are eligible to apply for grants of between \$5,000 and \$150,000. As a guide, the average grant awarded is around \$20,000.

This is a very popular program within the Keira electorate. Annually there is more than \$1 million requested, so less than half of the applications are successful.

It is very important that you discuss with my office your application. This engagement is important so I am aware of the details of the project. I am more than happy to visit your group so you can show me your plans.

TIP: The Community Building Partnership's online grants portal is powered by SmartyGrants. You'll need it to apply online.

Provider
NSW Government

Amount
Up to \$150,000

Average: \$20,000

Closes
27 October 2023, 5:00pm

Who is it for?
Not-for-profit organisations
Local Councils
Registered associations/co-ops
Registered Charity Trusts

Further Information is available on the website below:

www.nsw.gov.au/housing-and-construction/community-building-partnership



Community Building Partnership

Eligible projects will be assessed against four equally weighted program criteria:

1. Enhancing facilities

- the project develops a vibrant, sustainable and inclusive community through the enhancement or construction of community infrastructure.



Description

You should demonstrate this through identifying how the project will deliver positive social, environmental or recreational outcomes.

Describe the current situation in your community. (What is there now?)

Describe how your project will contribute and improve the current situation in your community. (What will be different? What will be built?)

2. Meeting community needs

- and increasing community participation: the project supports activities and services needed by local communities and encourages community participation.

Description

You should demonstrate this through identifying why the project is a priority need, why funding is important, and how the project will promote community participation, inclusion and cohesion.

Describe how your project will encourage more members of the community to participate in activities and/or services.

Describe how your project will promote more inclusive activities and/or services. (Include who and how many people will be affected.)

Tell us how you know that the community needs your project as a matter of priority. (Include any surveys, statistics and research, if available.)

3. The organisation's capacity

- the applicant has the capacity to deliver the project on time and within scope.

Description

You should demonstrate this through identifying how you are able to deliver the project within your organisation's resources. Provide a detailed project plan with key tasks and milestones. Demonstrate that your organisation can deliver the project on time by including all relevant documentation in your application. Describe your organisation's experience in delivering similar projects. (For example, have you been successful in receiving grant funding previously and did you deliver the project on time?) Describe the resources and skills your organisation has that will help it to successfully deliver the project on time and within budget.

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4. Demonstrating value for money

- the project delivers value for money when assessing its lifetime benefits against its lifetime costs.

Description

You should demonstrate this through identifying how the project delivers value for money when comparing the project's lifetime economic, cultural and environmental benefits, including non-monetary benefits, with its lifetime costs. Detail and itemise all the costs associated with the project and how they will be covered. Provide quotations, price comparisons and advice from professionals to show that the costs are reasonable. Provide letters confirming other sources of financial support.

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This table lists the successful projects from last year's CBP

Organisation	Funding	Project
Wollongong Emergency Family Housing	\$35,000	Accessible Accommodation
Northern Illawarra Community Connections	\$10,000	Oasis Community Coffee Hub
Bellambi Football Club Inc.	\$60,000	Perimeter Fence Replacement
Autism Spectrum Australia (Aspect)	\$9,000	Smartboards for Aspect South Coast School for Autistic Children (Corrimal)
Russell Vale Public School P & C Assoc.	\$20,000	Fencing for the Russell Vale Multipurpose Sports Court
Balgownie Public School P & C Assoc.	\$16,640	Playground Line Markings Renewal
Russell Vale Golf & Social Club Ltd.	\$14,770	Replacement of Main Clubhouse Roof - Russell Vale Golf Club
Wollongong Bulldogs AFC Inc.	\$12,341	Purchase of Electronic Scoreboard
Illawarra Rhododendron Gardens Inc.	\$20,700	Road Repair
Frame Running Wollongong Inc.	\$25,000	Frame Running Wollongong, Helping Children with a Disability
Russell Vale Junior Soccer Club	\$35,000	Drainage at Cawley Park Soccer Oval Russell Vale
Northern Districts Cricket Club (Illawarra)	\$30,000	Northern Districts Cricket Club Upgrade of Cricket Training Nets Facility
Tarrawanna Public School P & C Assoc.	\$18,713	Multi Court Resurface
Coledale P & C Assoc.	\$10,500	Outdoor Social Learning Space with Connection to Kitchen
Local Community Ventures Ltd.	\$9,493	Work Play Stay (Workspace and Creche)
Thirroul Junior Football Club Inc.	\$5,000	Security Cameras
Northern Districts Tigers Juniors AFL Club	\$20,000	Installation of Bleachers
Greenacres Disability Services	\$31,239	New Vehicle for Disability Transport
Anglican Church Property Trust Diocese of Sydney	\$7,000	Happy Hands Community Playgroup Facility Upgrade

Additional NSW Government Grants



Additional Grants Information

Other grants are provided by a number of NSW Government Departments and agencies, such as the Office of Sport, Create NSW, Destination NSW and Multicultural NSW.

Some grants programs that community groups in the Keira electorate are able to apply for are included below. To keep up to date with available grants and funding opportunities you can sign up to the Keira Grants Bulletin.

Local Sport Grant Program

Provider

Office of Sport

Amount

\$2,000 to \$10,000 per club.

Runs/Closes

Yearly/November

Who is it for?

Local Sport Clubs

Description

The Local Sport Grant Program aims to support grassroots sporting clubs to increase participation, host events, improve access and enhance sport and recreation facilities.

Small Project Grants

Provider

CreateNSW

Amount

\$500 to \$5,000 per club.

Runs/Closes

Yearly/27 November 2023

Who is it for?

Artists and Creative Projects

Description

Small Project Grants supports professional development opportunities for NSW-based professional artists, groups and arts and cultural workers that are time sensitive and respond to short notice invitations with career-building significance.

Regional Event Fund

Provider

Destination NSW

Amount

\$20,000 for first and second year events.

Runs/Closes

Yearly

Who is it for?

Illawarra Tourist Event Organisers

Description

The Regional Event Fund identifies and supports events in regional NSW that have the potential to act as a ‘cornerstone’ or flagship tourism event for their area by attracting overnight visitation and delivering long term benefits to the region.

Stronger Together – Multicultural Project Grants

Provider

Multicultural NSW

Amount

\$20,000 - \$40,000

Runs/Closes

Yearly/July

Who is it for?

Multicultural community groups

Description

The Multicultural NSW Stronger Together Grants Program aims to support multicultural projects across NSW. For projects and activities that foster community harmony and celebrate cultural diversity as a precious part of community identity and way of life.

ClubGRANTS

Provider

Liquor and Gaming NSW

Amount

Varies – Infrastructure grants \$50,000-\$250,000

Runs/Closes

Club dependent

Who is it for?

Community Groups, Clubs, Individuals

Description

Small Project Grants supports professional development opportunities for NSW-based professional artists, groups and arts and cultural workers that are time sensitive and respond to short notice invitations with career-building significance. There are three categories for clubGRANTS. Category 1 is for community development projects, category 2 is for community activities, and Category 3 provides funding for infrastructure grants. Category 3 grants are handled by the Office of Responsible Gambling.

Other Helpful Links:

Community Development

www.communitydevelopment.org.au/

The Community Development Website is an interactive online hub for the community to explore how to engage, build and strengthen communities. The website provides access to a series of philanthropic grants and trusts.

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Regional Development Australia (RDA)

www.rdaillawarra.com.au/

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Commonwealth Government

www.business.gov.au/assistance/search

This resource offers users the opportunity to search for community grants and assistance packages from all levels of government.

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Funding Centre

www.fundingcentre.com.au/

The funding center is an enterprise of www.ourcommunity.com.au and has a dedicated grants webpage

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Grant Guru

www.grantguru.com.au/

The GrantGuru website offers a free database that provides an easy to search option for grants and funding opportunities for community based and not-for-profit organizations. In 2019, information was available for the following categories: Arts; community services; education; environment; health; infrastructure; multicultural and sport.

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Key Steps for Grant Applications

Below are some key steps that you should keep in mind while preparing your grant application. This is intended as helpful tips, and is general advice for most grants, but you should always check the criteria for the grants you are applying for. NSW Government Grants usually have a document explaining what you need to do to apply.

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1. Write in simple, easy to understand language and avoid assuming that the person knows everything about your group or organisation.
 2. Make sure you answer the question clearly or cover the selection criteria in a succinct but obvious way. If you don't, often your application will be cut from the group straight away.
 3. Use headings and sub headings if appropriate to make the text flow more easily.
 4. Use a consistent font and style throughout.
 5. Check for spelling and grammar mistakes. If you can, get someone who isn't associated with your group to read it to make sure it makes sense.
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6. Make contact with the funding provider/ agency to get any further advice or suggestions as to what may be included in your application.
 7. Avoid sending it in late by starting the process early. Late applications will often simply be rejected.
 8. Be as accurate as possible, particularly around budgets. Avoid trying to "pad budgets" in the hope that it will secure more money.
 9. If applicable, make sure you clearly articulate evidence that supports your application, eg recent surveys or other material that helps to "justify" what you are doing.
 10. Link your application to the respective Government's or private company's priority areas. For example if you are applying for funds to boost physical activity in young people make sure you say that you understand this is a key Government commitment or priority.
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