

East Gippsland Shire Council

Community, Arts and Heritage Quick Response grants



Quick Response grants provide funding to support community groups and local organisations to implement and develop projects that benefit and engage the East Gippsland community through community-led initiatives that fall outside the annual Community grants program timelines.

Projects that increase participation, encourage volunteering, provide leadership opportunities and increase learning and skill development are encouraged.

Successful grant applicants will be required follow the State Chief Health officers COVID - 19 Health guidelines. It is the applicant's responsibility to ensure COVID -19 Health guidelines issued by Department of families, fairness and housing are always followed. Please refer to the DFFH Covid safe - workplace guidelines. For further details please visit their website: <https://www.coronavirus.vic.gov.au/coronavirus-covid-19-victoria>

Application dates

Application period is open however is limited by available budget each financial year. Should the allocation be full expended notification will be made on Councils website and the round will be closed.

Amounts available

Up to \$500 + GST.

Contact

Please read the following eligibility and selection criteria and if you have any further questions, or would like to discuss your project ideas please call Rebecca Pantry (community) or Andrea Court (Arts and Heritage) on 03) 5153 9500.

Duration

Recipients may only receive one quick response grant per financial year

Community Selection Criteria:

1. **The extent to which applicants demonstrate that the funding will benefit the East Gippsland Community.**
2. **The level of inclusion and participation for community**
3. **Dollar for dollar matching (Cash or in-kind) The amount requested must be matched dollar for dollar.**
4. **The depth and number of impacts/outcomes.**

Arts and Heritage Selection criteria

1. **Seed fund small, pilot Arts and Heritage projects**
2. **Support professional development for individuals, such as workshops, forums and conferences (outside the region) that are relevant to Arts and/or Cultural practice in East Gippsland**
3. **East Gippsland individuals/organisations can apply for these funds all year round. A brief acquittal report will be required**

General eligibility criteria

To be eligible, groups/organisations must:

- be incorporated (or in the arts stream artists will be funded)
- have adequate public liability insurance (if required)
- have no outstanding grant acquittals or outstanding debts owing to EGSC
- be able to supply financial statements and information as requested
- be able to meet conditions associated with receiving the grant
- ensure the proposed activity is consistent with Local, State and Federal laws including Victorian Equal Opportunity Act 1995
- applicants must contribute a minimum of \$1:\$1 towards the project (including in-kind support, other grants or cash reserves)
- project based within the East Gippsland Shire
- only one grant may be approved per project
- projects that require a permit or licence may be assessed, however no funding will be distributed until all required permission is granted

What can be funded?

Examples of expenses that may be funded:

- Advertising, publicity and promotional costs
- Venue or meeting room hire specific to the project
- Materials or other items essential to the project or activity
- Equipment hires
- Transport costs for activity participants
- Professional skill development or capacity building activity which improves an individual's employability not covered by another organisation.
- Volunteer support expenses
- Costs to support participation or people with a disability with the project or activity
- Communications, media and marketing
- Permit fees

Examples of projects include, but are not limited to:

Establishment of new groups

To support the development of new community groups that will permanently be based in East Gippsland, the majority of the group's membership are residents of East Gippsland. Funds can contribute towards start-up incorporation fees, initial rental and insurance for the group.

Community events

For groups seeking funding for small one-off community events that fall outside of the Community Grants category open times.

Purchase of minor equipment

For groups seeking to purchase equipment providing the item is integral to the success of a community project or which improves the operational sustainability of the organisation.

Note: Application budgets must be all inclusive. For projects where some or all of the costs include East Gippsland Shire fees and charges, these fees must be included in the budget provided.

What won't be funded?

- Retrospective activity. The event/activity cannot have commenced before the application is made
- Fund raising activity, prizes, cash or other
- Activities where there is little or no community input demonstrated towards development or delivery of the project
- Incomplete applications, including where insufficient budget information is provided, will not be assessed.
- Ongoing operational expenses.
- Projects where the primary purpose is to promote religious or political beliefs, or where people are excluded based on religious grounds.
- Projects that are the responsibility of a State or Commonwealth Government department.

How to apply

All proposals must be discussed with the Community or Arts Grants Officer on 03) 5153 9500. Council Officers can give you feedback on your funding ideas. We suggest you contact us at least 2 weeks before you submit the application.

Applications must be received a minimum of 4 weeks prior to the commencement of the project to ensure assessment. Applications received within this 4-week time period may be considered dependant on the availability of resources to thoroughly review the application.

To apply online go to our [Program Overview](#) page to access and submit an application.

Acquittal

All successful grants will need to provide an acquittal through the Smartygrants portal.

Successful grants must be acquitted using the form provided. Where an acquittal is not submitted, or deemed insufficient, this will be recorded and may be taken into consideration when assessing future grant applications.