

## Community Flood Recovery and Resilience Grants

Campaspe Shire Council (Council) in conjunction with the Australian Federal and Victoria State Governments recognise the significant impact the October 2022 Flood Event has had on individuals, families and the organisations and groups that provide services across the community. As part of supporting the community to respond to this impact, Council along with Emergency Victoria are providing Community Flood Recovery and Resilience Grants of up to \$10,000 to eligible Community Organisations.

### About the program

The Community Flood Recovery and Resilience Grants program provides funding of up to \$10,000 (plus GST if applicable) to eligible not for profit community organisations, groups, social enterprises, creative organisations for projects or programs to assist communities with recovery from the October 2022 Flood Event.

The program will fund events and programs that support Campaspe communities affected by the October 2022 flood event to achieve recovery, and plan for a flood- resilient future. This will be done by:

- Ensuring community recovery needs are well understood so evidence- based recovery interventions can be targeted
- Provide trauma-informed navigation of recovery service, information, and programs to support communities in recovery
- Support self-determination principles in recovery with Aboriginal and Torres Strait Islander communities

**All activities funded through the program, including expenditure, must be completed by 30 April 2025.**

### How to apply

Applicants can apply through Council's online application process.

An eligible applicant or auspice can submit one application per project and/ or event. Up to a maximum of five (5) applications can be submitted by any one eligible organisation.

It is recommended you discuss your event/ program with a Recovery Officer prior to submitting your application.

### What can be funded:

Activities, projects and/ or events that provide community members affected by the flood event with the information, support and services needed to pursue their recovery will be prioritised. This may include:

- Providing on-site and outreach recovery services (including mental health and wellbeing services)
- Community recovery capability building initiatives (for example: training, events, education, programs)
- Running events and services to bring community together and enable social recovery by increasing social connection and social capital.
- Supporting Aboriginal communities affected by the Flood Event, ensuring Aboriginal Culture is valued and respected.

Eligible costs associated with running events, services and initiatives could include facilitation, promotional material, advertising, venue hire, catering, community residents transport and logistics support within reason, equipment hire or lease.

Funded activities must commence and be completed and fully expended within the funding period to be eligible.

### Who can apply?

For Community organisations to be eligible for a Community Flood recovery and Resilience Grant they must:

- Have an Australian Business Number (ABN) or are auspiced by a community group or organisation who is willing to accept responsibility for the administration of the grant
- Be located within the municipality and primarily provide a service to residents of Campaspe or are located outside the municipality but provide programs and services to impacted Campaspe communities. Evidence of this may be required.
- Hold adequate public liability insurance to cover the project or event as applicable
- Have satisfactorily acquitted any previously held Council funding
- Not have their own grant giving program of fundraising program that provides money to finance other organisation's community initiatives.

### What is not eligible?

Funding will not be provided for:

- Individuals and private profit-making organisations

- Requests that are considered to be the funding responsibility of other levels of Government (State or Federal Government agencies)
- Primary or Secondary Schools (Council encourages partnerships between Schools and community organisations whereby the community organisation is the applicant)
- Committees of Council

## **Costs ineligible under this program include (but are not limited to):**

- Projects that may have a negative impact on the environment, heritage, existing business, services and/ or communities
- Events or programs that have already commenced or are completed
- Recurrent operating or maintenance costs for day-to-day operations
- Salaries where the salary forms part of the organisation's usual responsible
- Events or programs that are a duplication of an existing event or program
- Events or programs that have a political or religious purpose and objective
- Costs associated with activities not related to community recovery
- Passing on funding in the form of a sponsorship or donation
- Events or programs that have received funding through other Council grants or sponsorship
- Activities that will break any Federal, State or Local Laws, including any current health directions
- Asset purchase e.g. purchase of equipment, furniture, tools, machinery
- Infrastructure projects
- Purchase of alcohol, gifts, prizes, rewards or incentives
- Offsetting of operating costs or salaries for existing (pre 6 October 2022) staff or contractors

## **Assessment Criteria**

All applications will be assessed based on the information provided in the application and will need to demonstrate they address the aims of the program.

- Ensuring community recovery needs are well understood so evidence- based recovery interventions can be targeted
- Provide trauma-informed navigation of recovery service, information, and programs to support communities in recovery
- Support self-determination principles in recovery with Aboriginal and Torres Strait Islander communities

Allocation of grant funding is not guaranteed and will depend upon how well the application meets the assessment criteria, the number and quality of applications received, and funds available.

Ability to demonstrate	Description	Weighting
<b>Criteria 1 – Need</b> Why is the project important, needed and justified?	<ul style="list-style-type: none"> <li>• Demonstrated evidence/ link to strategic directs of Council/ Community</li> <li>• Clear project aims/ objectives</li> <li>• Evidence in addressing a need or opportunity</li> </ul>	30%
<b>Criteria 2 – Benefit</b> Who will the project benefit and who are the target participants/ audience ?	<ul style="list-style-type: none"> <li>• Number of partners, participants involved</li> <li>• Local support partners and suppliers</li> <li>• Measurable impact on project participants particularly those not commonly involved, vulnerable or communities of priority</li> </ul>	40%
<b>Criteria 3 – Delivery</b> How will the project be delivered?	<ul style="list-style-type: none"> <li>• Evidence of project planning and delivery of projects</li> <li>• Clear timelines/ milestones and budget (include quotations where possible)</li> <li>• Consideration of risk management, environmental sustainability and OHS.</li> </ul>	30%

## Key Dates

The program will continue until all funds are committed or 31 January 2025, whichever is earliest.

Open Date:	1 November 2024
Close Date:	31 January 2025
Assessment Period:	From receipt of application it may take up to 4 weeks to process
Projects Completed and Acquitted:	30 April 2025

## Payment of Funds and reporting requirements

Successful applicants will be advised in writing via email of the grant amount and will be required to complete a Project Completion Report, which includes financial acquittal and Outcomes achieved, by the 30 April 2025, or 2 months post completion of the project (whichever is sooner).

Failure to appropriately acquit will result in ineligibility for future grants.

Unsuccessful applicants will be advised in writing via email including details of Contact Officer to discuss the application and provide feedback.

## Accepting grant conditions and payment

Successful applicants will be required to provide a Tax Invoice for the amount of your approved application.

Successful applicants will be required to acknowledge the required Terms and Conditions (see Appendix 1).

**The grant will be paid in full once Council receives your Tax Invoice and required documentation.**

## Acknowledgement

The successful applicant must ensure that Council, the Commonwealth and Victorian Government's contribution to the project and/ or event is acknowledged on promotional materials, media reports and/ or appropriate signage.

## Feedback

All applicants are encouraged to call for feedback on their application prior to submitting or post outcome if not successful.

In order to continually improve the manner of funding allocations, feedback from the community regarding criteria, timing and targeting of this funding is encouraged. Any comments regarding these matters should be directed to:

ATT Manager Emergency Management, Recovery and Resilience

[Shire@campaspe.vic.gov.au](mailto:Shire@campaspe.vic.gov.au)

## Appendix 1

For information only. A separate Terms and Conditions form will be required to be completed by successful applicants.

### Terms and Conditions

1. The Grant must be used solely for the project and/or event as detailed in the Application Form.
2. The Grant will be paid in full when Council receives all of the required documentation.
3. The Completion Report must be signed off by Campaspe Shire Council.
4. The Grantee shall satisfactorily complete the project and/or event by the date nominated in the Terms and Conditions signed by successful applicants.
5. The Grantee must ensure that both Campaspe Shire and the Australian and Victorian Governments contribution to the project and/or event is acknowledged on promotional materials, media reports and/or by appropriate signage.
6. The Grant recipient must advise Council immediately if the project and/or event is terminated. If a termination occurs, Council will request the refund of whole or part of the Grant previously paid to the Grantee.
7. The Grantee shall advise Council if the project and/or event is completed for less than the project and/or event total cost as set out in the Application Form. In such cases the Grant may be reduced on a pro rata basis.
8. Upon reasonable notice, the Grantee shall permit a Council Officer access to accounting records relating to the project and/or event and where relevant, to inspect any project and/or event site, works and/or equipment.
9. Any variations to the conditions of the Grant (as detailed in the Application Form) must be in writing and signed by both parties. Variations are subject to approval by Council. Council reserves the right to deny any variations.
10. If any Grant conditions are breached, or if Council is of the reasonable opinion that the project and/or event is not proceeding satisfactorily, Council may withhold payment to be made under this Grant and/or require the repayment to Council of the amount determined.
11. Council and the Australian and Victorian Governments reserve the right to publicise the benefits accruing as a result of the provision of this Grant.
12. Council has the right to issue a mutually agreed media release regarding the project and/or event.
13. Council must include the name of the Grantee and the amount of the Grant in its annual report.
14. The Grantee shall comply with all Acts and Legislation inclusive of but not restricted to:
  - Equal Employment Opportunity and Anti-discrimination laws
  - Human rights laws
  - Disability
  - Occupational Health & Safety
  - Accounting and auditing requirements
  - Child Safety
  - Gender Equality
  - Privacy, confidentiality and freedom of information laws
  - Registration or accreditation of professional employees
  - Preparation and dissemination of annual reports.
15. The grantee may be asked to provide evidence of compliance with the Victorian Governments Child Safe Standards if during their project there is expected to be direct and incidental contact with children.
16. The Grantee shall engage where and when required, suitably qualified trades persons to complete works requiring certification.
17. The Grantee shall ensure that their funded project and/or event and all contractors / employees have appropriate insurance coverage.
18. The Grantee must obtain any necessary permits (for example – building, planning) and thereafter comply with the requirements of such permits.
19. Should the Grantee not commence the project and/or event by the nominated date in the returned Terms and Conditions document, the Grant may be terminated at the discretion of Council and the funds requested to be returned to Council.
20. The Grantee will sign and return the Terms and Conditions document by the date nominated.