

## Community Funding - Frequently Asked Questions

### Connecting Communities

#### How do I know if my community group is eligible to apply?

Funding is available to:

- Incorporated and insured City of Wanneroo community groups and organisations
- Incorporated and insured community groups and organisations with a primary interest in the City of Wanneroo
- Other Not-for-Profit entities (for example, Aboriginal Corporations)
- Charitable organisations
- Unincorporated City of Wanneroo community groups auspiced by a trusted eligible group/organisation
- Unincorporated City of Wanneroo community groups who:
  - Can demonstrate the ability to deliver the proposed activity
  - Can purchase adequate insurance cover for the proposed activity
  - Have a current bank account in the name of the community group.

#### What does the word “auspiced” mean?

Auspicing is when an eligible community group or organisation applies for funding on behalf of a community group or organisation that isn't eligible to apply.

For an auspicing arrangement, you should consider the following:

- Provide evidence (Minutes of Board/Committee Meetings etc) to clearly explain that both groups/organisations have agreed to the arrangement.
- The auspicing group or organisation is responsible for managing the funding and ensuring the activity/project/event and funding process is completed, including the acquittal report.

#### What are some examples of eligible activities?

- Community activities that can be provided in compliance with COVID-19 restrictions (e.g. physical distancing) at the time of delivery.
- Innovative ways for City residents, particularly vulnerable residents, to experience community interaction, connection and participation during the pandemic period.
- Hosting online events, place-making, story-telling and creative expression.

#### What expenses can community funding pay for?

Funding can be used for most aspects of an event/activity, including but not limited to:

- Production costs e.g. equipment hire;
- Venue/facility costs;
- Publicity, communications and marketing costs;
- Costs associated with performers, facilitators or vendors;
- Food and non-alcoholic beverages;
- Supplies and resources associated with delivering the activity; and/or
- Minor equipment purchases up to \$500 (e.g. banners)

#### How much can I apply for?

Funding is capped at \$5,000 (plus GST if registered) per application.

### How do I apply?

All prospective applicants should contact the City's Community Development Team on 9405 5600 to discuss their idea prior to commencing an application.

Before commencing an application, you will need to consider the following and plan your application:

- Confirm that your activity, project or event idea eligible for funding.
- Will you have enough time to apply for funding and coordinate a successful project/event?
- Preview the PDF application form on the City's website [wanneroo.wa.gov.au/communityfunding](http://wanneroo.wa.gov.au/communityfunding) prior to commencing your application to familiarise yourself with the questions you will need to answer.
- Apply via the on-line Community Funding Application Form at the City's website: [wanneroo.wa.gov.au/communityfunding](http://wanneroo.wa.gov.au/communityfunding)
- You should answer all the questions with enough detail and attach all supporting documents required.

### What information do I need for my application?

Gather the following supporting information and documents in an electronic format ready to attach to your application *if they have not already been submitted to the City with your facility booking or event application*:

- Details of your organisation's Not for Profit status (WA Incorporation, Australian Charities and Not-for-Profit Commission (ACNC) registration or other Not-for-Profit Entity).
- Supporting information for an auspicings arrangement (if applicable).
- Australian Business Number (ABN).
- A copy of your Public Liability Certificate of Currency.
- Quotes for items that you are requesting the City to fund.
- Your activity/project/event budget information.

## Service Provision

### How do I know if my organisation is eligible to apply?

This funding is available to established organisations currently delivering essential services to City of Wanneroo residents as follows:

- Not-for-profit service providers;
- Incorporated associations;
- Aboriginal Corporations; and
- Charitable organisations

Organisations must demonstrate the ability and need for the essential service to be delivered to City of Wanneroo residents for the COVID-19 Response and Recovery period.

### What are some examples of eligible services?

- Programs, services and activities that can be delivered in compliance with COVID-19 restrictions (e.g. physical distancing) and enable the group/organisation to continue providing their essential service to vulnerable City residents.
- Purchasing equipment and supplies to enable adapted program or activity delivery to meet COVID-19 requirements.
- Assisting with expenses for additional resourcing in order to continue service delivery where there is an identified community need and gap in existing services.
- Programs that are not funded by Commonwealth and/or State funding.

### How much can we apply for?

Funding is capped at \$5,000 (plus GST if registered) per application.

### How do I apply?

Prospective applicants should contact the City's Community Development Team to discuss their proposal prior to submitting an on-line application.

The following supporting documents/information must be included in your application if they haven't already been submitted to the City with your facility booking:

- Details of your organisation's Not for Profit status (WA Incorporation or Australian Charities and Not-for-Profit Commission (ACNC) registration).
- A copy of your Public Liability Certificate of Currency.
- Quotes for items that you are requesting the City to fund.
- Evidence that your organisation supports the application for community funding from the City.

## **Expert advice for groups and clubs**

### **How do I know if I'm eligible?**

This fund is available to:

- Incorporated and insured community groups and sporting clubs based in the City of Wanneroo.
- Unincorporated community groups and clubs based in the City of Wanneroo who wish to acquire incorporation and require guidance to complete this process.

### **What are some examples of what the City might fund?**

- Upskilling and increasing the capacity of committee/board members with appropriate training and professional development.
- Advice on developing strategies which assist members to reconnect with, and/or support each other and the community more broadly.
- Advice on developing strategies which enable the group/organisation to retain or increase their membership base.
- Advice on developing strategies that support group/organisation sustainability through and beyond the COVID-19 recovery period.

### **How do I apply?**

If you are a community group, please contact the City's Community Development Team on 9405 5600 to discuss the needs of your group prior to submitting an application.

If you are a sporting club, please contact the City's Club Development Officer on 9405 5668 to discuss the needs of your club prior to submitting an application.

Applicants must complete the brief on-line Sustainable Groups and Clubs application form on the City's website.

### **When do I find out if the application is successful?**

If you are successful in your application, you will be notified by the City within two to three weeks of a complete application being received.

### **When can we use our support package?**

All support packages for this training need to be accessed and completed by 30 June 2021.

## Placemaking

### What is placemaking?

Community-led placemaking is also known as place activation. It's the term we use to describe the creation of places that attract, engage and inspire people. It's about:

- **Transforming a local place:** short-term low cost makeovers and projects to convert an underused public area into a vibrant, safe and/or accessible place that inspires people to meet, socialise and have fun.
- **Bringing people together:** bringing local people together to think about the actions you can take to encourage a sense of place and belonging which more naturally attracts people there so they can connect and linger longer.
- **Inspiring long term change:** we want to influence the longer term outcomes of our places, but because this funding is new for the City of Wanneroo and the community, we need to test it. What we do know is that short-term small-scale projects can help influence how a space is used in the medium to long term, including plans for longer term infrastructure.

### Why is it important?

As one of the fastest growing and largest geographical Local Government Authorities in Western Australia, it's difficult for the City of Wanneroo to keep up with the fast level of growth. We need your help to make things happen, just like you need ours.

### Who can apply?

You can apply for this funding if you:

- Are an incorporated community group or an informal group auspiced by an eligible group/organisation.
- Are a local business.
- Have appropriate public liability insurance or guarantee that it will be obtained upon notification of successful funding.
- Will not utilise the funding for direct profit or financial gain to the organisation or any individual.
- Are not running an event or large scale activity.

### What does the word "auspiced" mean?

Auspicing is when an eligible community group or organisation applies for funding on behalf of a community group or organisation that isn't eligible to apply.

For an auspicing arrangement, you should consider the following:

- Provide evidence (Minutes of Board/Committee Meetings etc.) to clearly explain that both groups/organisations have agreed to the arrangement.
- The auspicing group or organisation is responsible for managing the funding and ensuring the activity/project/event and funding process is completed, including the short acquittal report.

### What are some examples of what the City might fund?

This is the type of funding you could use to make those small but powerful changes in your local area and streetscape such as:

- Adding some lights to the front of a store

- Fun seating outside a store front
- A small mural or art project in your local town centre.

### **What if I need some inspiration?**

- Take a look at the local space around you and notice how people use it (or don't use it).
- Think of ways to bring people to that local space.
- Ask businesses and people around you for their ideas.
- Google *Town Teams* (*Kalamunda, Vincent, Victoria Park, Applecross, Bunbury*), *Tactical Urbanism* or *Bank of Ideas*.

### **When can I apply?**

Applications will open from early 2021 but you can express an interest now.

### **How do I apply?**

The first step is to call the City's Place Management Team on 9405 5914 to discuss your idea and to find out more.