Fairfield

2022

Fairfield ClubGRANTS Information Session 2022
Welcome & Housekeeping

1. Please mute your audio
2. Introduce yourself and the organisation you are from in the chat!
3. Please submit questions as we go through the Q&A function in Zoom - we will answer these at the end of the session
4. Raise your hand if you would like to ask a question throughout the session
5. We will send all participants a copy of the ClubGRANTS Information Session PowerPoint after the workshop

Acknowledgment of Country

We would like to Acknowledge the Cabrogal of the Darug Nation who are the Traditional Custodians of this Land we are meeting on today. We also pay our respect to the Elders both past and present and future of the Darug Nation.

ClubGRANTS

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What is ClubGRANTS?

- ClubGRANTS is one of Australia's largest grant programs, providing more than $100 million in cash each year to a variety of worthy causes across NSW
- The ClubGRANTS program requires local clubs earning in excess of $1 million in gaming machine profit to invest a 1.85% of their profits back into the community
- Local not-for-profit organisations have the opportunity to apply for funding
- The program only funds Community Development projects that will benefit the **local Fairfield residents**

ClubGRANTS Guidelines – August 2021

ClubGRANTS GUIDELINES

Gaming Machine Tax Act 2001

https://www.liquorandgaming.nsw.gov.au/documents/gl/clubgrants-guidelines.pdf

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2022 Round Opening

Opening

Tuesday 1 March 2022

Closing

Thursday 14 April 2022

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Participating Clubs

Club Marconi

triglav mountiesgroup

Cabra Leagues
Cabramatta Rugby League Club

St Johns Park Bowling Club

Cabra-Vale Diggers

Canley Heights RSL & Sporting Club

mounties

mekong mountiesgroup

Fairfield RSL

cabra bowls

ClubGRANTS Categories

Category 1

Eligible Category 1 expenditure is for projects and/or services that contribute to the welfare and broader social fabric of the local community, and are aimed at improving the living standards of low income and disadvantaged people.

Funding will be granted for:

- Specific community welfare and social services
- Community development projects, activities or events
- Health services and employment assistance activities

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What kind of Cat 1 projects are funded through ClubGRANTS?

- Youth Projects
- Employment Programs
- Support programs for disadvantaged young people
- Group Training
- Disability programs
- Artistic Projects
- Innovative Community Projects
- Community Events
- Community workshops
- Education programs for CALD Communities
- Projects for the elderly and frail aged
- Social Enterprise

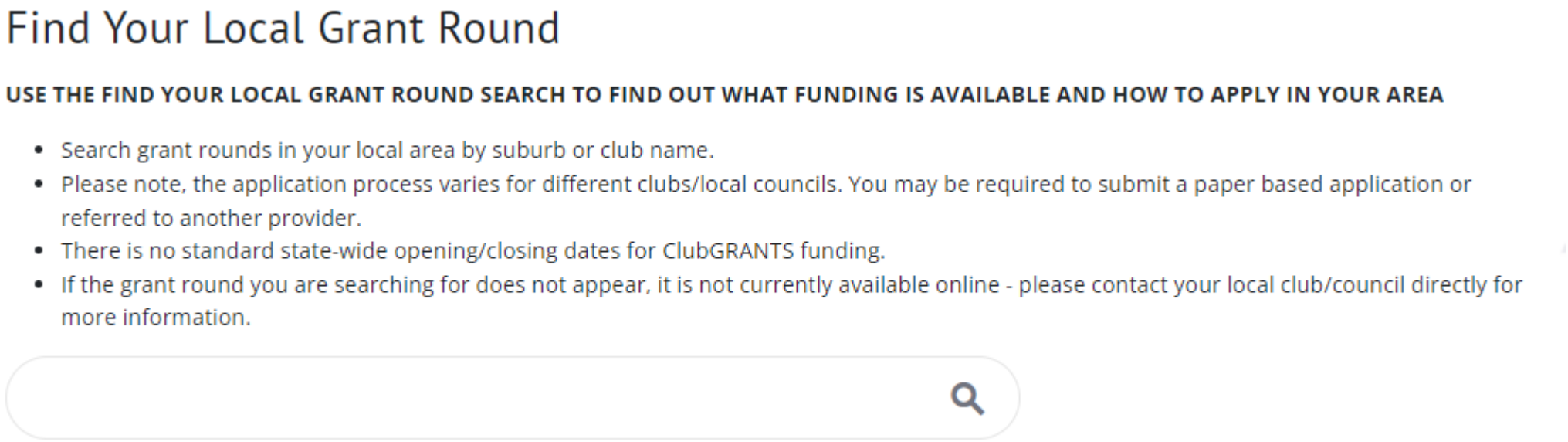
ClubGRANTS Categories

Category 2

- Funding for community development and support activities not listed under category 1 as well as expenditure allocation to a clubs' core activities
- For example sport, returned servicemen's league or veteran welfare, golf courses and bowling greens etc. This also includes wages paid to staff to carry out maintenance
- Category 2 will also fund Community/Cultural events, breakfast clubs and projects that include only the cost of capital equipment

Please note that Council does not administer Category 2 applications, these applications are made directly to the relevant Club and will require Club Board approval.

Where to find Category 1 & 2 grants?



https://www.clubgrants.com.au/find-your-local-grant-round

ClubGRANTS Categories

Category 3

- A state-wide funding pool that supports the construction of large-scale community infrastructure projects or services with sport, health or community infrastructure
- Category 3 projects and services funded by ClubGRANTS cannot be funded under Category 1 or Category 2
- Liquor and Gaming NSW is responsible for operational management of the Fund, contract management of funded projects, acquittals and reporting

ClubGrants Category 3 Fund - Office of Responsible Gambling (nsw.gov.au)

ClubGRANTS Categories

Category 3

Clubgrants Category 3 Infrastructure Grants

Showing 1 - 4 of 4 grants and funding programs

Clubgrants Category 3

Infrastructure Grants: arts and culture

Funding to support arts and culture infrastructure such as museums, art galleries or cultural centres.

$50,000 to $200,000 | Status: **Opening soon, 1 March 2022**

Clubgrants Category 3

Infrastructure Grants: community infrastructure

Funding to support community infrastructure such as a multipurpose community hub or a service for an eligible community group.

$10,000 to $200,000 | Status: **Opening soon, 1 March 2022**

ClubGRANTS Categories

Category 3

Clubgrants Category 3

Infrastructure Grants: sport and recreation

Funding to support sport and recreation infrastructure such as sports centres, playgrounds and swimming pools.

$50,000 to $300,000 | Status: **Opening soon, 1 March 2022**

Clubgrants Category 3

Infrastructure Grants: disaster readiness

Funding to support disaster readiness infrastructure such as evacuation centres, capital equipment or a multipurpose community facility.

$10,000 to $200,000 | Status: **Opening soon, 1 March 2022**

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Where to find grants?

Funding for local service providers

Listen

[Funding for local service providers Fairfield City Council (nsw.gov.au)]

Are you a service provider looking for funding opportunities from Council and other organisations?

If you are searching for grants and other support, take a look at the useful links below for more information.

Councils Grants and Funding +

CommunityConnective +

Our Community +

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Eligibility Criteria

Eligibility Criteria	✓
Projects must be community development focused	
Projects must target the Fairfield local community	
Projects must address at least one of the local community priorities detailed in the Fairfield Conversations document	
Organisations must be incorporated or registered with ACNC. Projects can be auspiced by another registered organisation e.g. these may be referred to as not for profit organisations, non-government organisations and charities	

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Eligibility Criteria

Eligibility Criteria	✓
Projects must NOT be a duplication of another project or be the core business/duties of the organisation/stakeholder	
Projects must NOT be funded by another funding source or be the responsibility of another funding source/government department	
Recipients of ClubGRANTS must have submitted their acquittals	

Fairfield ClubGRANTS Local Committee – Eligibility Requirements

Eligibility Criteria	✓
Projects must NOT include the cost of motor vehicles (e.g. vans used to transport clients which incur ongoing maintenance costs)	
Projects that include only the cost of capital items (e.g. breakfast clubs, sporting equipment and events, project equipment, Ipads, prams etc.) (refer to Category 2)	
Projects must NOT be community infrastructure projects (e.g. modifications to group homes, kitchen renovations etc.) (refer to Category 3)	

Fairfield ClubGRANTS Local Committee – Eligibility Budget Considerations

The committee will fund:

- Projects that include costs for salaries and wages (up to 80% of the total project cost). In previous years salaries and wages were not funded

- Projects that include costs for administration (up to 10% of the total project cost)

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ClubGRANTS Priority Areas

- Community Welfare and Social Services
- Community Development
- Community Health Services
- Employment Assistance Activities

ClubGRANTS Priority Areas

Community Welfare and Social Services

- family support
- supported emergency or low cost accommodation
- counselling services
- childcare and child protection
- aged, disability or youth services
- veteran welfare services
- services to victims of natural disasters
- volunteer emergency services, such as surf life-saving and rural fire services

ClubGRANTS Priority Areas

Community Development

- neighbourhood centre activities
- community education programs
- youth drop-in facilities
- community transport services
- tenants' services
- state-wide or regional services developing social policies and providing advocacy for local community services

ClubGRANTS Priority Areas

Community Health Services

- early childhood health
- child and family services
- community nursing
- therapy, including art therapy
- community mental health services
- health promotion initiatives
- drug and alcohol services
- palliative care/women's health/dental/ disability services
- Aboriginal and Torres Strait Islander health services
- home and community care services

ClubGRANTS Priority Areas

Employment Assistance Activities

- employment placement services
- group training
- employment advocacy
- community enterprises
- local job creation schemes

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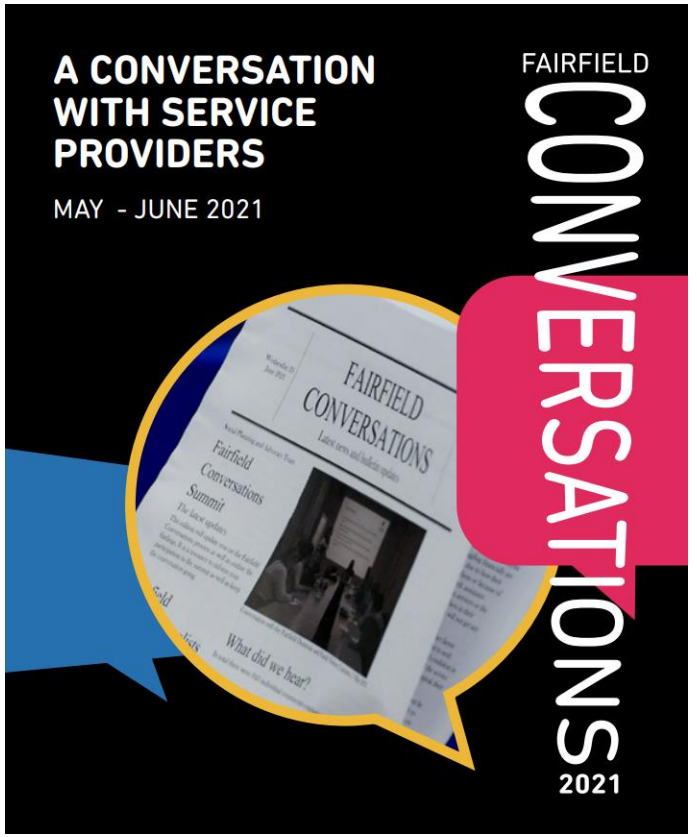
2022 Fairfield Local Community Priorities

- Access and Inclusion
- Alcohol and Other Drugs
- Community Safety and Crime Prevention
- Community Wellbeing
- Cultural Diversity
- Domestic and Family Violence (DFV)
- Education and Employment
- Housing and Homelessness
- Financial stress and social isolation
- Gambling
- Health
- Mental Health



Fairfield Conversations Fairfield City Council (nsw.gov.au)

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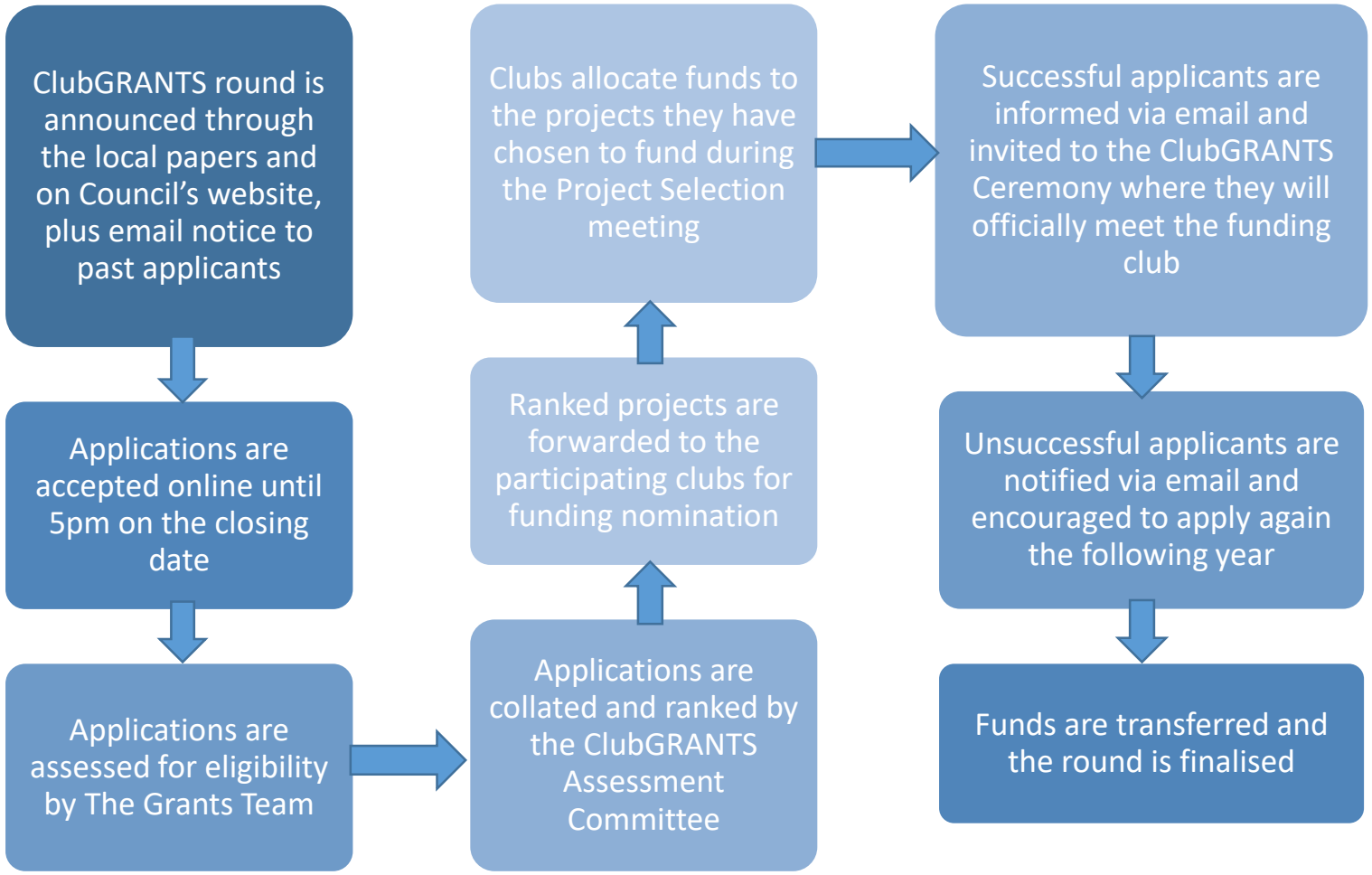
The Process



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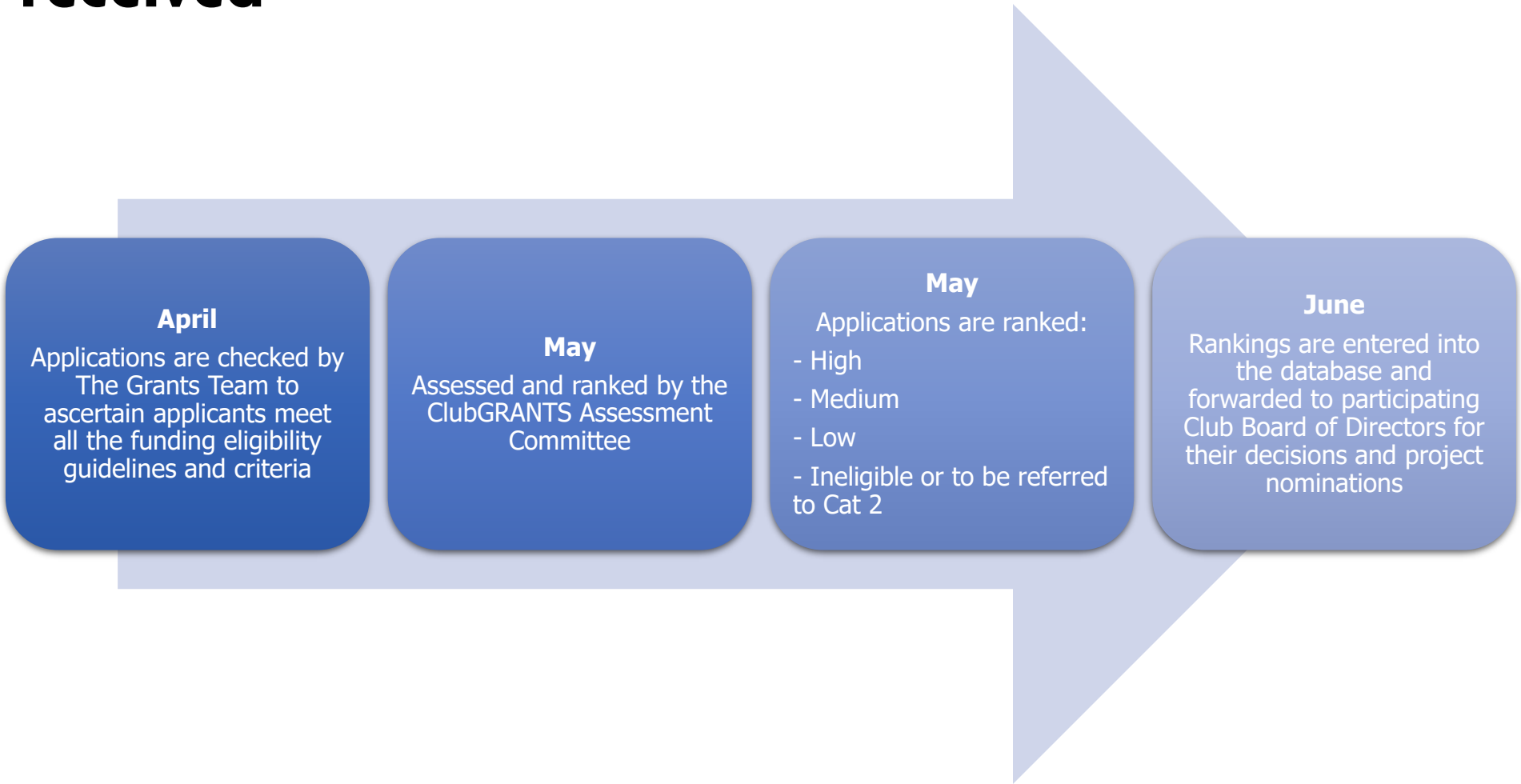
Processes once application has been received



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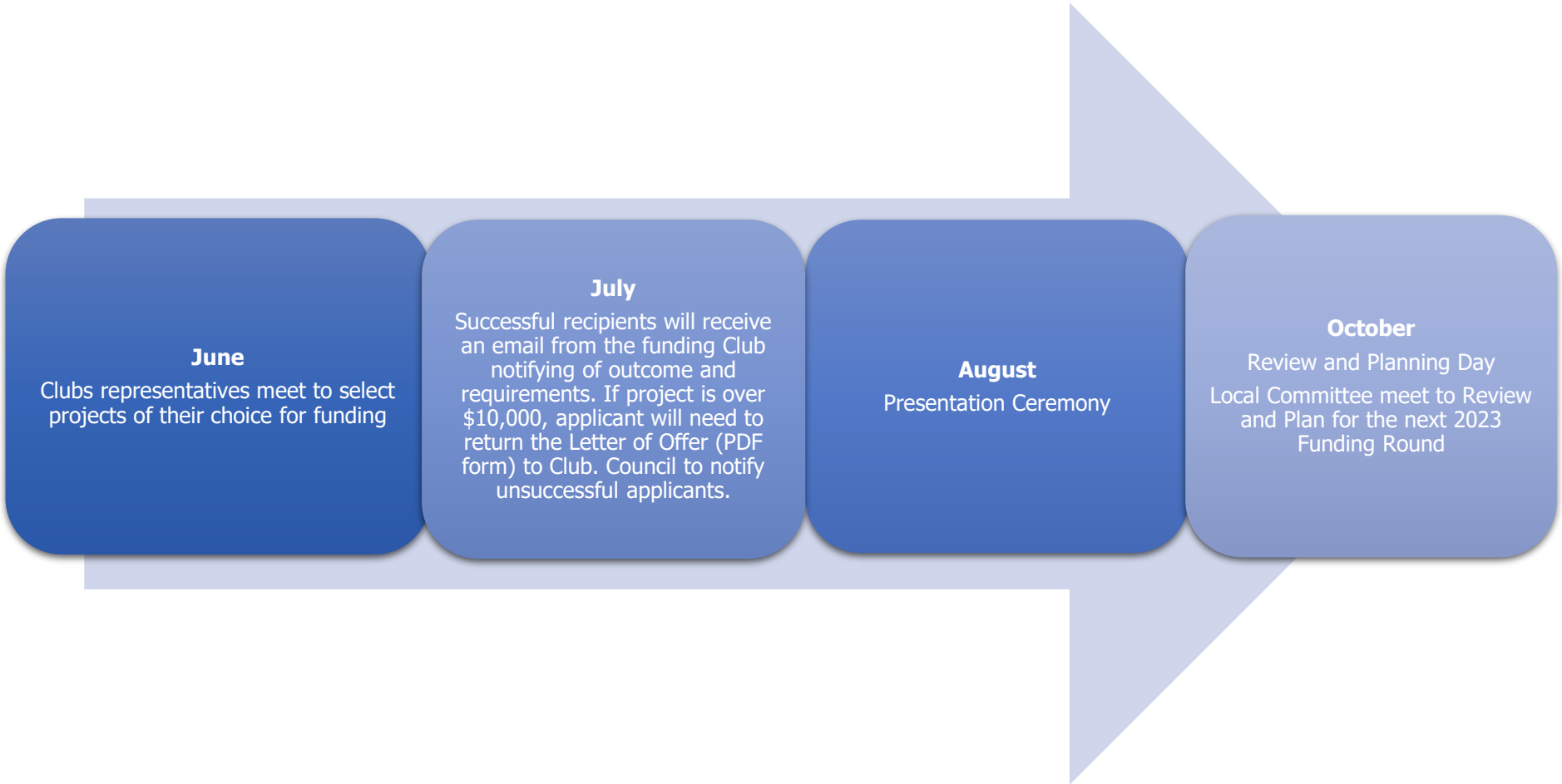
Project Allocation & Outcomes



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Project Timeline

Project Commencement Date:
Monday 1 Aug 2022

Project Ending Date:
Thursday 30 June 2023

Acquittal Reports

Progress Report:
Due Monday 27 Feb 2023

Acquittal Report:
Due Monday 17 July 2023

ClubGRANTS

How to apply?

www.fairfieldcity.nsw.gov.au

Community

Grants & Funding

ClubGRANTS

https://www.fairfieldcity.nsw.gov.au/Community/Grants-and-Funding#section-4

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ClubGRANTS Online Submission website:

https://www.clubgrants.com.au/

Training and other useful resources

https://www.clubgrants.com.au/faqs

Training and other useful resources

Please find below a range of resources related to ClubGRANTS Online.

1. Guidelines
2. Standard Funding Report Form - Grants Up to & Including $7,500
3. Standard Funding Report Form - Grants Over $7,500
4. Funding Agreement Download PDF | Download Word Document
5. Progress Report
6. Statutory Declaration
7. Category 1 Application Form
8. Category 1 In Kind Application Form
9. Category 1 Project Examples
10. Category 2 Application Form
11. Category 2 In Kind Application Form
12. Category 3 Infrastructure Grants
13. Reporting Tips
14. How to make your application stand out
15. Tips for successful applicants

User manuals

- ClubGRANTS applicant manual (Vietnamese)
- ClubGRANTS applicant manual (Arabic)
- ClubGRANTS applicant manual (Chinese)
- ClubGRANTS applicant manual
- ClubGRANTS club manual
- ClubGRANTS convenor manual

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Application Requirements

- Applications must be submitted by **5pm** on the closing date. Applications submitted after this time and date will not be considered
- All mandatory supporting documents must be attached to the application. If you have trouble attaching documents, please contact ClubASSIST on 1300 730 001
- The ClubGRANTS Local Committee will not consider further applications until they have received a final project report or progress report on previously funded projects
- Once you have lodged your completed 2022 online application, you will receive an acknowledgement email. If you do not receive this email, please contact ClubASSIST on 1300 730 001

Contact Details – Technical/Application Enquiries

ClubAssist

Tel: 1300 730 001

https://www.clubgrants.com.au/faqs

Contact Details – Project Enquiries

The Grants Team

Natasa Zekanovic

Community Projects & Partnerships Officer

Tel: 9725 0736

Email: clubgrants@fairfieldcity.nsw.gov.au

Cherie Pescod

Business Support Officer

Tel: 9725 0760

Email: clubgrants@fairfieldcity.nsw.gov.au

How to correctly complete an application, budget and workplan?

Funding Budget

- Be reasonable with amount requested
- Itemise all expenditures with clarity
- Income = expenditures
- Outline in-kind contributions
- Part-funding option if elected
- Make sure your numbers add up correctly

Budget (Poor Sample)

20. Project budget

Income Description	Amount	Expenditure Description	Amount
Fairfield ClubGRANTS	$15,750.00	Training	$3,200.00
		Venue Hire	$400.00
		Refreshments for Training Workshops	$600.00
		Design and print flyers and posters for promotion of activities	$300.00
		Administration	$1,250.00
		Salary for Coordinator	$10,000.00
Total	**$15,750.00**		**$15,750.00**

Budget (Good Sample)

20. Project budget

Income Description	Amount	Expenditure Description	Amount
Fairfield ClubGRANTS	$15,750.00	Training for 15 participants delivered by TAFE Trainers @$320 per session x 10 sessions	$3,200.00
		Venue Hire – Community Centre @$10/hour x 40 hours	$400.00
		Refreshments for Training Workshops @ $5 x 30 participants x 4 sessions	$600.00
		Design and print 1000 flyers and 50 posters for promotion of activities	$300.00
		Administration (phone calls, printing, stationery)	$1,250.00
		Project Coordination/Facilitation Fees @ $25/hr x 4 hrs per day x 5 days per week x 20 weeks	$10,000.00
Total	**$15,750.00**		**$15,750.00**

Project Workplan

- Outline Objective(s)
- Tasks and actions:

  What are the activities you need to do to implement your project?
- Performance indicators:

  How will you measure the success of the tasks and actions?
- Timeframes:

  When will it be done by?

Workplan (Poor Sample)

Q 6. Work Plan. Please complete the following project work plan, for only up to 3 objectives.

Objective 1:
Increase participants confidence in job readiness with the completion of the Hospitality and Customer Service Certificate.

Q 7. Objective 1 details:

Tasks-Actions	Performance Indicator	Timeframe
Promote event	Send email notice to service providers	June 2022
Recruit trainer	Put job ads in the paper	Feb 2022
Recruit participants	Participants recruited	Sept 2022
Deliver training course	Participants trained	July 2023

Workplan (Good Sample)

Q 6. Work Plan. Please complete the following project work plan, for only up to 3 objectives.

Objective 1:
Increase participants confidence in job readiness with the completion of the Hospitality and Customer Service Certificate.

Q 7. Objective 1 details:

Tasks-Actions	Performance Indicator	Timeframe
Promotional flyer developed, designed, printed and distributed to service	30 service providers contacted and promoted events. 40 referrals received	August 2022
Conduct 2 information sessions to promote project to recruit suitable candidates	40 participants attended and 20 submitted their expression of interests	September 2022
Interview and assess all suitable applicants for the 15 vacancies	15 suitable candidates recruited	October 2022
Organise the training courses	15 candidates attended and completed the Hospitality and Customer Service certificate course	May 2023

Funding Tips

- Targeting the identified local priorities
- Demonstrate how your project will benefit/impact the local community and number of people benefited or impacted
- Use relevant statistics and data to substantiate your claims or issues
- Value for money
- Be creative and innovative with your project
- Use plain English
- Specify the who, what, when, where and why
- Establish a relationship with your local clubs

https://www.clubgrants.com.au/themes/custom/clubgrants_bs4/files/cg_resource_standout.pdf

Useful Websites - Statistics

Community Profile – Demographic Resources

- https://profile.id.com.au/fairfield
- http://www.fairfieldcity.nsw.gov.au/info/20005/community_services/971/community_profile

Crime data for each LGA in NSW: https://www.bocsar.nsw.gov.au/

Centrelink data (numbers of people on different payments, job seeker numbers, unemployment figures): https://lmip.gov.au/

Health data collated from a range of sources for each LGA across Australia:
https://phidu.torrens.edu.au/social-health-atlases

HealthStats NSW is a 'one-stop-shop' providing statistical information about the health of the NSW population
https://www.health.nsw.gov.au/hsnsw/Pages/default.aspx

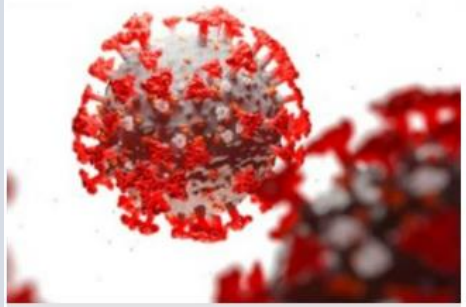
Unemployment rates for every LGA in Australia, each state and the national rate (quarterly):
https://www.dese.gov.au/employment/employment-research

NSW Population projections to 2036 for each LGA in NSW
https://www.planning.nsw.gov.au/Research-and-Demography/Population-projections

Useful Websites - Statistics

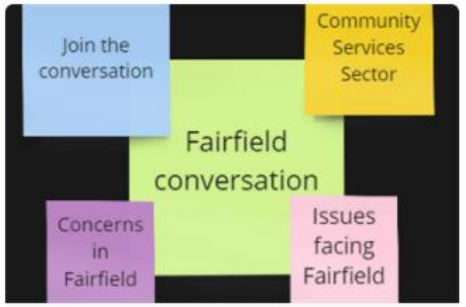
Fairfield Conversations

- https://www.fairfieldcity.nsw.gov.au/Community/Fairfield-Conversations/Research-and-Information



How services responded to Covid-19

An overview of how local services have responded to Covid-19 as well as research reports on Covid-19



What you have told us

Throughout May and June we held consultations with over 80 Community Sector Organisations. This is what we heard.

Fairfield Conversations 2021

Fairfield Conversations was held through May and June 2021. Find out more about the process, what was identified and the action plan.

Research and Information

Find out more about the social issues impacting on communities through our catalogue of research reports.

Profile of Fairfield

Find out more information on our people.

Funding for local service providers

An overview of different funding programs available from both Council and external providers.

Feedback on previous submissions

- Applicants had submitted unrealistic budgets – project did not represent value for money
- Too much money spent on administration and too little on service delivery
- Too much money spent on equipment items with minimal service provisions
- Project workplan objectives are unclear or unrealistic – the project lacks clarity and detail
- Project submitted for the wrong category, they put in for Cat 1 but their project was a Cat 2 - e.g. capital items or sporting projects – read the guidelines clearly

Grant Writing Workshops

This grant writing workshop is intended to give local service providers insight into how to write a good grants application. The workshop will be facilitated by Bernadette Harris from Harris Bromly Pty Ltd.

Dates:

- Tuesday 22 February | 9.30am - 11.30am
- Thursday 24 February | 9.30am - 11.30am
- Thursday 24 February | 5.30pm - 7.30pm

To register: https://www.eventbrite.com.au/e/grant-writing-workshops-tickets-250828654257

ClubsNSW Information

- https://www.clubgrants.com.au/how-to-apply
- https://www.clubgrants.com.au/faqs
- https://www.fairfieldcity.nsw.gov.au/Community/Grants-and-Funding#section-4

Applicant Manuals available in English, Vietnamese, Chinese and Arabic.

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Community Capacity Building Resources

The resources below have been developed by Western Sydney Community Forum as part of the Community Capacity Building program to assist you with writing a grant application.

https://www.fairfieldcity.nsw.gov.au/Community/Grants-and-Funding#section-6

Community Capacity Building Workshops –

- Community Capacity Building Workshop WSCF (PDF, 6MB)
- Grant Writing Workshop WSCF (PDF, 23MB)
- Measuring Social Impact Workshop WSCF (PDF, 6MB)
- Measuring Social Impact Workshop WSCF2 (PDF, 6MB)
- Report Writing Evaluation Workshop WSCF (PDF, 4MB)
- Social Enterprises Workshop WSCF (PDF, 4MB)

Resources and templates –

- Budget Template (XLSX, 11KB)
- Funding Partner Relationship Conversation Prompts (DOCX, 81KB)
- Program Logic Blank Template WSCF (DOC, 96KB)
- Project Plan Template (XLSX, 39KB)
- Project Risk Management Template (DOCX, 107KB)

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