

Valley

Community
Recovery
Committee

VALLEY COMMUNITY RECOVERY COMMITTEE (VCRC)

Helping Communities Rebound Grant Program

Round 1 Grant Program Funding Guidelines



Introduction

The purpose of the Yarra Ranges Recovery Grant program is to support community-led recovery committees help people rebound from the effects of the Covid-19 Pandemic and June 9 Storms.

This funding program is underpinned by the Yarra Ranges Covid-19 [Pandemic](#) and [Municipal Recovery Plan](#) frameworks. These can be viewed on the Yarra Ranges Council website.

Regional Community Recovery Committees (RCRC) have been established across 4 key regions within the Yarra Ranges including Valley, Hills, Urban and Upper Yarra. More Information on each of these can be found [here](#).

The [Valley Community Recovery Committee](#) supports the townships of **Badger Creek, Chum Creek, Dixons Creek, Gruyere, Healesville, Steels Creek, Yarra Glen, and Yering.**

Working with our communities, the Valley Committee will develop and implement a Valley Regional Recovery Plan that prioritises activities or projects that will help people to rebuild, reconnect and be ready to cope with future shocks and disruption.

Our focus is on enabling community groups to be sustainable and to reach and support people in need, this includes opportunities for direct financial contribution to local projects through Grant Programs.

Round 1 funding objectives

Round 1 will support ready-to-go projects that meet an urgent need in the community and which support recovery from the effects of the Covid -19 Pandemic and /or the June 9 storms of 2021. Priority will be given to projects which support social connection and collective wellbeing.

This decision is informed by the Yarra Ranges [Municipal Recovery Plan](#):

“The mental health and wellbeing of the community within the Yarra Ranges has been impacted like never before. In the September Impact Survey undertaken by Council, it was clear how much the community has been impacted by the pandemic. The storm has added additional stress with 32% of residents reporting they are continuing to experience trauma or anxiety stemming from the 9 June storm”.

Further funding rounds will become available, with focus on both recovery and preparing for future shocks and disasters. Dates will be announced later.

Requirements

Applicants are required to:

- be a Not-for-Profit, non- government organisation or be a registered charity or incorporated body with a valid ABN or be a group that is auspiced /partnered by such an organisation*.

Projects are required to:

- support at least one of the following local communities
- Badger Creek, Chum Creek, Dixons Cree, Gruyere, Healesville, Steels Creek, Yarra Glen, and Yering.

- align with the objectives of this funding round, which are predominantly to support social connection and collective wellbeing.
- confirm in writing all co-contributions
- be 'ready-to-go' projects which desirably can be completed within 6 months of receipt of funding
- attach a project budget showing the breakup of expenditure, financials and provide all necessary documentation
- commit to obtaining any required permits

* If you are using an auspiced / partnered organisation, they must confirm that they support the project, will receive the funds on behalf of the applicant, apply the funds to the project and show how they are adding value to the project.

A template letter of support is available from within the online application or by contacting the Foundation team.

The applicant or the auspiced / partnered organisation (where applicable) must be able to demonstrate financial stability through the provision of the organisation's financials (profit and loss, balance sheet and/or current statement) for a full calendar or financial year).

Selection criteria

Your application will be assessed against four key selection criteria with weighting as indicated:

1. Meeting identified community priorities. 60%
2. Level of community engagement and collaboration. 15%
3. Your capacity to deliver the project. 20%
4. Your budget. 5%

Criteria 1: applicants need to provide an explanation of how their project will deliver direct benefits to the Valley community by achieving our goal of supporting social connection and collective wellbeing. Projects should be specifically focused on recovery from the Covid pandemic and /or June 9, 2021 Storms .

For Round 1, community priority will be given to projects that:

- Promote inclusion / Reducing isolation / Bringing communities together
- Support kids at school
- Connect to / increase awareness of existing services and community groups
- Provide meals for community
- Develop new skills that help create connection
- Provide support to help people be safe during the Pandemic
- Other: if you have identified another urgent need, please contact a Committee member to discuss.

Criteria 2: Applicants are asked to explain how their project will:

- Engage with the community
- Involve volunteers (if applicable)
- Partner with others (if applicable)

Criteria 3: Applicants are asked to provide a clear explanation on how their project will be undertaken and the anticipated completion date. This explanation can include a brief description of:

- Who is delivering the project
- The steps needed to deliver
- What success will look like

Criteria 4: Applicants are asked to show:

- A clear budget (income/expenditure)
- That the project is achievable within the proposed budget
- That the project has funding and / or in-kind support from other sources (if applicable)

How much can you apply for?

Applications are invited up to \$5,000 with a total funding pool of \$50,000 available for this round. More may be allocated based on need.

How do I apply

Applications must be made online at: <https://cia.communityenterprisefoundation.com.au/Program/Index/1?programId=4284>

Applications open Wednesday, 1 July, and close midnight Thursday, 1 September.

Applications can be submitted and will be assessed any time during this period.

What cannot be funded

The following types of activities will not be supported:

- Projects which duplicate funding by local, state, and federal agencies
- Projects of a political nature
- Project which advance Religion of a singular nature
- Projects for private benefit
- Projects which are seeking retrospective support

Co-Contributions

In-kind contributions (e.g. volunteer time, in-kind labour or donation of services or materials) should be included in your budget and where other funding has been secured, please provide evidence of this.

Insurance

Please note that public liability insurance is mandatory. If your project is being partnered /auspiced by an incorporated organisation you may be covered by the auspicing body

Applicants must provide a Certificate of Currency demonstrating appropriate insurance cover as part of their application.

Acquittal / Reporting

Each project must be delivered within a 6-month period. Reporting is required within 60 days after the nominated completion date. An extension of time may be available if required subject to approval.

Funding must be used for the purposes it has been provided unless written permission is obtained to vary the project.

The acquittal report is completed online and will include providing receipts, invoices, evidence of project expenditure, copies of any relevant media coverage and a statement from your organisation that can be used for media purpose. Any unexpended funds must be returned unless otherwise agreed to by the VCRC and Community Enterprise Foundation.

Child Safe Standards

Yarra Ranges Council is committed to a zero-tolerance approach to child abuse, through actively promoting child safety and ensuring compliance with the Victorian Child Safe Standards. Council's Child Safety and Wellbeing Policy and Statement of Commitment are available [here](#).

As a Child Safe organisation, Council reviews all community grant applications where there is contact with children.

Grant projects will fall into three contact categories:

- **Direct Contact:** Activities/Projects that involve direct care, supervision or engagement with children or young people (under the age of 18 years). It also includes storing information and data about children and/or their families.
- **Incidental contact:** Activities/ Projects that involve incidental level interaction with children under 18 yrs. Contact includes face-to-face, physical, written, verbal or electronic contact, whether supervised or not.
- **No Contact:** The grant funded project or service involves no contact with children or young people (under the age of 18 years).

Documentation required for Direct Contact is as follows. Please upload your completed documents to your application.

- Direct Contact Child Safe Readiness Checklist and Child Safe Policy can be found [here](#).
- Child Safe Policy (for Groups/Organisations). An editable template can be found [here](#).
- Signed Statement of Commitment to Child Safety (for Individual Artists Only). An editable template can be found [here](#).
- An example risk assessment can be found [here](#).

Please upload a completed copy of Direct Contact Child Safe Readiness Checklist *

Notifications

Applicants will receive written notification about the success, or otherwise, of their grant application. Funding must be used for the purposes it has been provided unless written permission is obtained to vary the project.

Further Questions

Applicants requiring further information should contact the Community Enterprise Foundation on 1300 304 541 or email: Foundation.mailbox@bendigoadelaide.com.au or contact one of the Valley Community Recovery Members listed below:

Leigh Harry	0400532398	Email: leighharry@yahoo.com.au
Jill Edwards	0438987519	Email: jilledwards56@hotmail.com
Allison Gommers	0414291098	Email: hicci@hicci.org.au
Kath Holton	0448926467	Email: Kathleen.holton@gmail.com
Maree Rothwell	0414278649	Email: maree@rothwells.com.au
Michelle Zwagerman	0416123892	Email: michelle.zwagerman@gmail.com
Shona Rimmer	0409505086	Email: shona.g1@hotmail.com

Yarra Ranges Council
PO Box 105
Lilydale VIC 3140

1300 368 333 | mail@yarraranges.vic.gov.au
yarraranges.vic.gov.au



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