

## 3.2 2021-22 Round 1 Small Grants (Biannual) Allocations

### Abstract

This report contains the recommendations of the Assessment Panel for the 2021-22 Small Grants (Biannual) Round 1 allocations.

This grant category of Small Grants (Biannual) provides a quick turnaround on approvals for funding of small, new and once off services, programs and activities, which strengthen the Boroondara community. These activities are to be completed within six months of the approved organisation receiving the funding agreement.

Small to medium not-for profit community organisations and groups were able to apply for grants of up to \$3,000 under six streams.

Applications were open from Monday 1 March and closed on Sunday 21 March 2021. The Guidelines for this grant were available through the Council website, along with information on how to apply and contact information. Council officers provided advice and support to applicants.

Forty two (42) applications were received and the total amount requested was \$91,427.81. Forty applications were recommended for full or partial funding totalling \$83,450.80 (**Attachment 1**). One application was withdrawn and one was ineligible. (**Confidential Attachment 2**).

Confidential information is contained in **Attachments 2** and **3**, as circulated in the confidential section of the agenda attachments.

These attachments are confidential information for the purposes of section 3(1) of the *Local Government Act 2020*:

- (a) because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (section 3(1)(a)); and
- (b) because it is personal information, being information which if released would result in the unreasonable disclosure of information about a person of their personal affairs (section 3(1)(f)); and
- (c) these grounds apply because these Attachments concern the ongoing allocation of grants that would, if prematurely released, diminish the strength of Council's position in regard to its final decision about the allocation of the grants.

This item is included in the public agenda to facilitate transparency and accountability in Council's decision making.

If discussion of the confidential information in the attachment to this report is required in order for Council to make a decision, this item will be deferred to the confidential section of the agenda.

### Officers' recommendation

That the Services Delegated Committee resolve to endorse the Small (Biannual) Grants funding allocations for Round One 2021-22 of \$83,450.80 (as outlined in **Attachment 1**, as annexed to the minutes).

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**Responsible director: Carolyn McClean, Director Community Support**

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## 1. Purpose

This report seeks Council endorsement of the recommendations of the Community Strengthening Assessment Panel for the Small (Biannual) Grants program in the first half of 2021-22.

## 2. Policy implications and relevance to community plan and council plan

The Boroondara Community Plan 2017-27 is Council's key strategic document and it describes the community's 10-year vision and priorities. It guides Council's decision making, and directly informs the Council Plan, budget processes and Council strategies, plans, policies and actions.

The Boroondara Community Plan is structured around seven themes our community told us were important to them and each includes a strategic objective describing the outcomes we are seeking to achieve. The three strategies of relevance for this report are:

Strategy 1.3 under the Priority Theme of Your Community, Services and Facilities.

*Deliver, facilitate and advocate for services and programs that promote health, wellbeing, safety and a sense of community.*

Strategy 1.8 under the Priority Theme of Your Community, Services and Facilities.

*Facilitate and produce diverse arts and cultural programs to provide entertainment and increase participation in community life for residents and tourists.*

Strategy 6.3 under the Priority Theme of Your Local Shops and Businesses

*Showcase and promote the City's attractions to increase visitation and spending locally.*

In addition, the health and wellbeing priorities of promoting mental health and social connection will also be contributed to through these projects.

### Council Plan

The Boroondara Council Plan 2017-21 vision is for *a vibrant and inclusive city, meeting the needs and aspirations of its community*. As noted above, the relevant themes for this report are:

Priority Theme One: Your Community, Services and Facilities  
Priority Theme Three: The Environment  
Priority Theme Six: Your local Shops and Businesses

### Policy context

The Boroondara Community Strengthening Grants Policy 2020, sets out the parameters for the allocation of the Small (Biannual) Grants program. This is a grants category providing a quick turnaround of funding approvals for small, new and one-off services, programs and activities, which strengthen the Boroondara community. The policy integrates Council's grant funding activities so they strategically align to community needs, as identified in the Council Plan 2017-21.

The allocations recommended by the Assessment Panel also support commitments contained in the Boroondara Arts Plan, the Multicultural Action Plan 2019-23, Disability Action Plan 2018-22, Sport and Recreation Strategy, Children and Young People's Action Plan, Economic and Tourism Strategy 2016-21 and the Add life to your years - Healthy Ageing in Boroondara Plan.

### **3. Background**

The category of Small (Biannual) Grants program provides a quick turnaround on approvals for funding of projects and equipment costs associated with the delivery of new one-off services, programs and activities that strengthen the Boroondara community. Small Grants are open for applications in two rounds each year and small to medium sized not-for-profit organisations are able to apply for this grant. Projects must be completed within six months of receipt of the grant.

Up to \$3,000 is available for small projects, with a maximum of \$2,000 available for equipment purposes within a project or separate from a project. Professional fees and administration costs are not eligible budget items for Small Grants. Applicants can apply once in each round, and in the Annual Community Strengthening Grants, but the combined total requested within 12 months must be no more than \$10,000.

The Small Grants opened on Monday 1 March and closed on Sunday 21 March 2021. Applicants were required to discuss their applications with a Council officer prior to making a submission. Council officers from relevant areas discussed proposal ideas and provided advice to applicants to strengthen their proposals.

Volunteer grant writers were available on request to assist applicants in developing their submissions. Training was also available on request on how to submit the application online.

A total of 42 applications were received in the following streams:

- Active Community
  - Sport (5)
  - Recreation (4)
- Creative Community (9)
- Healthy Community
  - Children and families (2)
  - Youth (1)
  - Health and Wellbeing (6)
- Life-long Community (11)
- Sustainable Community (2)
- Vibrant Retail Precincts (2)

The application form and assessment process are simplified in line with a program of smaller grants with a quicker turnaround process.

All applications were initially assessed by Council officers according to the assessment criteria outlined in the grant guidelines. Assessments were made using a rating scale from 0 to 10 with scores made in one of four categories:

- Highly Recommended Overall (81% - 100%)
- Good Overall (66% - 80%)
- Fair Only (50% - 65%)
- Not Recommended Overall (under 50%).

As well as the score, officers provided comments based on their knowledge of the strength of the community outcomes the project would be likely to achieve. The scores and comments were reviewed by the relevant managers.

The Community Strengthening Grants Assessment Panel (the Panel) comprised three councillor representatives (Councillors Gillies, Hollingsworth and Watson) and two Rotary Club of Balwyn representatives. The Panel met on via WebEx on 10 May and 19 May 2021. Relevant department managers and officers also attended the meeting to provide additional advice to the panel. A full list of attendees is outlined in **Confidential Attachment 3**.

The Assessment Panel considered the advice and the ratings provided by Council officers and managers in its deliberations. The Panel also based its discussions and decisions on the program guidelines and analysis of the financial investment against the potential community benefit from the proposed services or activities.

#### 4. Outline of key issues/options

The funding pool for 2021-22 Annual Community Strengthening Grants (including the Small Grants) is \$579,233, which includes a contribution from Rotary Club of Balwyn and an allocation from Council, as well as rolled over funds from the 2020-21 Annual Community Strengthening Grants and the 2020-23 Triennial Operational Grants. Funding will cover two rounds of Small Grants (Biannual) and one round of Annual Community Strengthening Grants.

In line with the Boroondara Community Strengthening Grants Policy, 25% of the Annual Community Strengthening Grants allocation is made to Small Grants (Biannual), which is \$144,808 for two rounds. The total funding pool for this first round of Small Grants (Biannual) in 2021 is therefore \$72,404.

As noted above, there were 42 applications for the 2021-22 Small (Biannual) Grants - Round One. Table 1 shows the community demand for funding compared to the funding allocated.

**Table 1**

Grant category	Applications received	Total amount requested	Total amount available	Funded amount
2021-22 Round 1 Small Grants	42	\$91,427.81	\$72,404.00	\$83,450.80

The total amount requested is \$91,427.81 across all streams, which is \$26,785.81 more than the total funding allocated of \$72,404.

This year, the Panel has recommended full or partial funding for 40 of the 42 applications totalling \$83,450.80 and these are listed along with the project summaries in **Attachment 1**. One application was withdrawn and one application was ineligible, and these are listed in **Confidential Attachment 2**.

The panel noted the increased number of applications to the Small Grants, which would previously have come through the Annual Community Strengthening Grants. Due to the Annual Community Strengthening Grants being underspent in previous years, and the 25% allocation to the Small Grants (Biannual) rounds being a nominal amount, the Panel recommended allocating \$83,450.80. Consideration can be given to revising the allocation to Small Grants (Biannual) should the demand for these grants continue through Round 2.

There were a number of applications for laptops, printers and software in response to the move to organisations offering blended programs and having online meetings. To provide a consistent approach to funding requests, the Panel applied a maximum funding of \$1300 for laptops and software and a maximum of \$300 for printers with an organisation being eligible to apply for computer equipment and laptops once every four years.

## 5. Consultation/communication

The Small (Biannual) Grants program was promoted through:

- The Fuse e-newsletter
- Boroondara Creative Network e-newsletter
- the BVRC Member Bulletin
- Sports Club Fortnightly update
- Living for Our Future e-newsletter
- Council's social media
- City of Boroondara website on a dedicated webpage.
- a specific website news item.

A total of four Information sessions were delivered via WebEx and applicants were assisted through phone contact with Council officers.

## 6. Financial and resource implications

The funding pool for 2021-22 Annual Community Strengthening Grants (including the Small Grants) is \$579,233. Funding will cover two rounds of Small Grants (Biannual) and one round of Annual Community Strengthening Grants.

The funding available for the Small Grants (Biannual) is 25% of the Annual Community Strengthening Grants allocation, which is \$144,808 for two rounds or \$72,404 each round. As noted above, the amount allocated by the Panel is \$83,450.80 and the shortfall will be met by reallocating funds from Round 2.

**7. Governance issues**

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

**8. Social and environmental issues**

The outcomes from the applications recommended for funding will have a positive social impact within the Boroondara community, which is particularly important as the community seeks to recover from COVID. The grants will help to build connected and inclusive communities, strengthen community wellbeing, environmental awareness, cultural innovation and artistic practice, and deliver services, celebrations and events initiated by local retail traders.

**Manager:** **Fiona Brown, Manager Community Planning and Development**

**Report officer:** Traci Alchin, Development Officer - Grants and Partnership

Attachment 1 - 2021-22 Small Grants (Biannual) - Recommended

#	Name organisation	Project title	Project description	Funding requested	Panel Recommendation	Partial and/or Conditional Funding	Conflict of interest
1	1st Balwyn Scouts	Equipment purchase	Funding is requested to purchase a projector, screen and tablets.	\$1,785.89	\$1,785.89		
2	Access Health and Community (Trentwood at the Hub)	COVID Community Reflections	At the height of the extended stay-at-home restrictions in Melbourne, Trentwood documented the experiences and reflections of its members, tutors and staff. Stories were shared on virtual learning, life in lock down, isolation and role of our Community House. Funding is requested to collate these stories into a book to launch during Mental Health week in October 2021 and for the third anniversary of our Community House.	\$2,339.00	\$2,339.00		
3	Ashburton Chinese Senior Friendship Association	Dragon Boat and Mid Autumn Festival Cultural Activities	Funding is requested to purchase a table tennis table, a contribution towards catering and venue hire for the Dragon Boat Festival celebrations and a contribution towards catering and venue hire for Mid-Autumn and Chinese National Day	\$3,000.00	\$2,300.00	Partial funding - table tennis table not funded.	
4	Ashburton United Soccer Club	New Football Programs - Walking Football (60+) and Soccer Mums	Funding is requested for first aid kits, soccer balls, bibs, cones and venue hire for two new programs, 'Walking Football' and 'Soccer Mums', on a weekly basis commencing in August for a period of 4 months.	\$2,361.05	\$2,361.05		
5	Australian Boys Choral Institute	Purchase of resource materials - Dhungala Indigenous Choral Works.	Funding is requested to purchase teachers' songbooks with songs and piano accompaniments, CDs with all songs and pronunciation guides, and 120 vocal scores.	\$1,152.00	\$1,152.00		
6	AVA Boroondara Senior Citizens Group Inc.	Line Dancing For Ageing People During Covid-19	Funding is requested to purchase a laptop, printer, audio visual equipment and catering to introduce weekly Line Dancing sessions.	\$2,760.00	\$1,472.00	Partial funding - applicant withdrew request for laptop. Printer cost capped at \$300	
7	Balwyn Community Centre	Equipment purchase	Funding is requested to purchase 2 Smartplay 18mm table tennis tables, 2 table covers, 2 nets and posts, 8 table tennis bats and balls.	\$1,551.00	\$1,551.00		
8	Balwyn Evergreen Centre	Balwyn Evergreen Garden Connections	Funding is requested to recreate a garden for Balwyn Evergreen Centre members. The garden will support members' health and wellbeing by enabling them to work in the garden, and to participate in the community by connecting with other members and volunteers. Funding would be used to purchase gardening tools and equipment, seedlings and plants, garden furniture and catering for a celebration of the garden with the community.	\$2,680.00	\$2,680.00		Ed Rayment
9	BOROONDARA CAMBERWELL GREEK SENIORS CITIZENS CLUB	October Celebration	Funding is requested to hold an event during Victorian Seniors Week in Boroondara in October 2021. Funding would be used to purchase catering, (Greek food, moussaka, spanakopita), drinks, Greek deserts, disposable plates, cups, cutlery and first aid kit. The festival is open not only to Greek citizens but is extended to the wider community who may wish to join the celebration.	\$2,833.00	\$2,000.00	Partial funding - contribution to program costs. As there are two separate Greek groups hosting similar events, partial funding was recommended to rationalise funding requests.	
10	Boroondara Community Outreach (BCO) - The Uniting Church in Australia Property Trust (Victoria)	Wash It	Funding is requested to purchase a washing machine, dryer, stacking kit and laundry detergent. These facilities will provide washing and drying for homeless people living on the streets and vulnerable people living in Boroondara.	\$2,286.00	\$2,286.00		
11	Camberwell Senior Citizens Club	Contribution to bus hire for outings	Funding is requested for a contribution toward bus hire for a day trip to Daylesford.	\$2,700.00	\$1,700.00	Partial funding - contribution to program costs	
12	Canterbury Football Club	Sporting equipment purchase	Funding is requested to purchase 15 new footballs, cones, trainers equipment (i.e. tape) hand sanitiser and training tops for individual players (to prevent the need for sharing amongst players).	\$2,000.00	\$2,000.00		
13	Craig Family Centre	Equipment purchase	Funding is requested to purchase Flip-Top Multipurpose Tables x 5 (white with silver base).	\$1,940.90	\$1,940.90		

#	Name organisation	Project title	Project description	Funding requested	Panel Recommendation	Partial and/or Conditional Funding	Conflict of interest
14	Eastern Senior Chinese Association Inc.	Purchase Aerophone wind instrument	Funding is requested to purchase a new high technology Aerophone wind instrument, a digital wind instrument that plays sax, clarinet, flute, violin, synth sounds, and many more. In addition, funding is requested to purchase a Cube Street guitar combo set, bus hire and promotional costs.	\$3,000.00	\$3,000.00		
15	Fordham Avenue Kindergarten Association Inc	BUGGING OUT	Funding is requested to improve two sections of the Kinder garden. The project would involve children in the process of the garden works, the maintenance of the garden and through learning about how this improved environment will bring insects, bees and small birds to the garden. Funding would be used to purchase items such as tube stock plants, garden stakes, logs, guard sleeves and a nest box.	\$1,107.00	\$1,107.00		
16	Glass Street Kindergarten	Sporting equipment	Funding is requested to purchase age-appropriate sporting equipment for use by our kindergarten children that will encourage increased physical activity at our kindergarten. This equipment would include items such as metal soccer goals, soccer balls, target mat, shapes & numbers toss mats, tunnel, hoops, plastic stilts, portable basketball hoop and basketballs.	\$1,121.00	\$1,121.00		
17	Glen Iris Cricket Club Incorporated	Junior Pre-Season Engagement Program	Funding is requested for a contribution to venue hire of an indoor cricket facility and training balls to run a junior pre-season engagement program for male and female players aged between 12 and 16 years.	\$3,000.00	\$2,523.63	Partial funding - \$2,000 contribution toward venue hire and \$523.63 toward purchase of cricket balls	
18	Glenferrie Probus	Computer equipment	Funding is requested to purchase the following equipment: Small laptop type computer, 14 inch screen Norton 2 year virus protection Microsoft Office Extended Warranty Computer set up Secure laptop bag Mouse External Hard drive	\$2,000.00	\$1,300.00	Partial funding - computer purchases capped at \$1,300	
19	Greek Senior Citizens Club Hawthorn, Kew and Districts	October Seniors Festival	Funding is requested to hold an event during Victorian Seniors Week in Boroondara in October 2021. Funding would be used to purchase catering, (Greek food, moussaka, spanakopita), drinks, Greek deserts, disposable plates, cups, cutlery and first aid kit. The festival is open not only to Greek citizens but is extended to the wider community who may wish to join the celebration.	\$2,710.00	\$2,000.00	Partial funding - contribution to program costs.	
20	Hawthorn Artist Society	Equipment purchase	Funding is requested to purchase a portable acoustic room divider and display screen system, comprising 7 hinged solid core panels with pinnable surfaces both sides, roller wheels at base and extruded channels at head to accommodate clip-in hanging clips and steel wire picture hanging materials.	\$2,991.50	\$2,991.50		
21	HAWTHORN BOWLING CLUB	Purchase chilled drinking water fountain	Funding is requested to purchase a freestanding 26 l/hr chilled drinking water fountain on the centre causeway of the Hawthorn Bowling Club.	\$1,836.00	\$1,836.00		
22	Hawthorn Cricket Club	Portable shade	Funding is requested to purchase portable shade marquee.	\$2,000.00	\$2,000.00		

#	Name organisation	Project title	Project description	Funding requested	Panel Recommendation	Partial and/or Conditional Funding	Conflict of interest
23	Hawthorn Pipe Band	"Legacy" - Hawthorn Pipe Band Live in Concert	Funding is requested for equipment and promotional costs for the Hawthorn Pipe Band to perform live in concert at Hawthorn Arts Centre on 17 July 2021, as part of the Melbourne Tartan Festival.  The concert will feature our pipers and drummers plus local backing musicians and guest artists including Ballarat Grammar Pipes and Drums and a small selection of Scotch College pipers.  Funding would be used to hire microphones, staging equipment, promotional costs and a contribution toward live streaming of the events.	\$2,062.00	\$2,062.00		
24	Hawthorn Rowing Club	Equipment purchase	Funding is requested for a contribution towards the refit of foot stretcher boards and rowing shoes for the eight person rowing boat or 2 quad boats.	\$3,000.00	\$2,000.00	Partial funding - maximum \$2,000 for equipment purchases	
25	Interchange Inner East	Interchange Family & Community Festival	Funding is requested for an Interchange Inner East participant, sibling, family and community festival. Grant funding is for food, activity supplies, hire activities such as face painters and baby animal farm, advertising and marketing. Other expenses may also include a jumping castle, sporting equipment hire and smoothie bikes for a healthier drink choice.	\$3,000.00	\$3,000.00		
26	Kew Cricket Club	New centre wicket covers for the South Oval at Victoria Park	Equipment purchase	\$2,000.00	\$2,000.00		
27	Kew Neighbourhood Learning Centre	Art supplies	Funding is requested to purchase art supplies for the Inclusive Communities Program that targets marginalised members of our community, in particular, those living with a serious mental illness or disability. Art supplies include canvases and paper, paints and other supplies to be applied to surfaces, brushes and materials to apply paints and inks, and framing equipment for finished works.	\$960.02	\$960.02		
28	Kew Neighbourhood Learning Centre	Equipment purchase	Funding is requested to purchase a two seater couch, 2 floor mats and a set of multicultural baby dolls.	\$1,390.00	\$1,390.00		
29	Lieder Society of Victoria	Art Song Recital Series	Funding is requested for venue hire for two concerts in the Chandelier Room and associated costs such as piano hire. The Launch (Concert 1) would introduce the new series and venue. Concert 2 would showcase mezzo soprano Linda Barcan and pianist Coady Green performing two 21st century Art Song cycles written by female composers: "The Domestic Sublime" by Katy Abbot and "Art and Life" by Linda Kouvaras.	\$2,786.00	\$2,516.36	Partial funding to reflect removal of GST	
30	Lynden Park Scout Group	Purchase Marquees	Funding is requested to help purchase two heavy duty marquees with the scout group name and logo printed on them. These will be used at Scout events to provide shelter for a range of functions, such as cooking, weather protection for youth members, equipment and bag protection, and importantly to provide a focal meeting point for the younger members of our organisation.	\$2,000.00	\$2,000.00	Marquees to include 'Proudly supported by City of Boroondara and the Rotary Club of Balwyn' branding	
31	Maling Road Business Association	Halloween in Maling Road	Funding is requested to host a host a trick or treating event on Saturday October 30 2021. Grant funds will be used for social media advertising and purchasing treats.	\$3,000.00	\$3,000.00		
32	Melbourne Scottish Fiddle Club	St Andrews Day Scottish Music Community Outreach	Funding is requested for venue hire, equipment and promotional cost for the Melbourne Scottish Fiddle Club (MSFC) to deliver a series of musical events in November based around St Andrew's Day (30th of November).	\$1,900.00	\$1,900.00		

#	Name organisation	Project title	Project description	Funding requested	Panel Recommendation	Partial and/or Conditional Funding	Conflict of interest
33	Neami Hawthorn Youth Residential Rehab	Equipment purchase	Funding is requested to purchase fitness equipment, which will enable the delivery of a 12-week Health at Home program. Equipment purchases include weights, dumb bells, various gym equipment and a second hand treadmill.	\$2,000.00	\$2,000.00		
34	North Balwyn Village Traders' Association	Shop Local All Seasons	Funding is requested for seasonal signage of posters, tram barriers; Website/Instagram stickers for window display also social media promotions to encourage people to shop locally.	\$3,000.00	\$3,000.00		
35	Probus Club of Camberwell Inc.	Trip to Tarrawarra Museum	Funding is requested for a contribution toward bus hire, entrance fees for 20 - 25 participants to Tarrawarra Museum in Healesville and lunch for the participants.	\$3,000.00	\$2,500.00	Partial funding - applications for bus hire/trips capped at \$2,500	
36	Probus Club of Greythorn Inc.	Reducing social isolation and enhancing mental health and well being.	Support is requested to subsidise dining events which will provide an incentive for more members to actively participate and socially connect, thus reducing social isolation and bringing members together to improve their well being and quality of life, after a year when social contact was adversely affected by Covid-19. Dining will take place at establishments within the City of Boroondara	\$1,800.00	\$1,800.00		
37	Rajasthani Kutumb of Victoria	Diwali 2021	Funding is requested to purchase/hire equipment, decorations and catering for the Diwali Festival in November 2021.	\$3,000.00	\$3,000.00		
38	The Scout Association of Australia, Victorian Branch (Camberwell Showtime)	Camberwell Showtime 2021 Rehearsals - Covid Safe requirements	Funding is requested to contribute to hire of Canterbury Girls' Secondary College performing art space (including hall) plus a large gymnasium for auditions and rehearsals of Camberwell Showtime. The larger venue will allow Camberwell Showtime to break-up the cast and rehearse in three separate spaces in line with COVID safe and social distancing requirements.	\$3,000.00	\$3,000.00		
39	U3A Deepdene Inc	U3A Deepdene Exploring and Supporting East Gippsland Community	Funding is requested for the bus hire to transport 30 -50 U3A Deepdene members to Bairnsdale where they will stay for 3 days using the bus for transport to a range of local attractions.	\$3,000.00	\$2,500.00	Partial funding - applications for bus hire/trips capped at \$2,500	
40	Yongala Preschool	Equipment purchase	3 x full vegetable crates filled with soil	\$1,375.45	\$1,375.45		
					<b>\$83,450.80</b>		