

### **3 Presentation of officer reports**

#### **3.1 2022-23 Round 1 Small Grants (Biannual) Allocations**

##### **Executive Summary**

###### Purpose

This report seeks endorsement by the Services Delegated Committee of the recommendations of the Community Strengthening Assessment Panel for Round 1 of the 2022-23 Small Grants (Biannual) program.

###### Background

The 2022-23 Round 1 Small Grants (Biannual) opened on Monday 28 February and closed on Sunday 20 March 2022.

The category of Small (Biannual) Grants program provides for the funding of projects and equipment costs associated with the delivery of new one-off services, programs and activities that strengthen the Boroondara community.

Up to \$3,000 is available for small projects, with a maximum of \$2,000 available for equipment. Professional fees and administration costs are not eligible budget items for Small Grants. Small Grants are open for applications in up to two rounds each year, and small to medium sized not-for-profit organisations can apply for this grant.

The Guidelines for this grant were available through the Council website, along with information on how to apply and officer contact details. Council officers provided advice and support to applicants.

###### Key Issues

The funding pool for the 2022-23 Annual Community Strengthening Grants (including the Small Grants) is estimated at \$576,450, which includes a contribution from the Rotary Club of Balwyn and an allocation from Council, as well as rolled over funds from the 2021-22 Annual Community Strengthening Grants and the 2020-23 Triennial Operational Grants. Funding will cover up to two rounds of Small Grants (Biannual) and one round of Annual Community Strengthening Grants. The total funding pool of \$576,450 is an estimate, as the Rotary Club of Balwyn will advise its contribution in early August based on a proportion of the Camberwell Sunday Market takings in 2021-2022.

In line with the Boroondara Community Strengthening Grants Policy, 25% of the Annual Community Strengthening Grants allocation is provisionally allocated to Small Grants (Biannual), which is \$144,112 for two rounds, with \$72,056 provisionally allocated to this round of Small Grants (Biannual).

Twenty-eight (28) applications were received for Round 1 of the 2022-23 Small Grants (Biannual), with one new applicant. Four applications were ineligible. There were 23 less applications than in Round 2, 2021-22 and 14 less than in Round 1, 2021-22.

The total amount requested is \$55,781.57 across all streams, which is \$16,274.43 less than the total (estimated) funding available in this round of \$72,056.

Table 1 below shows the community demand for funding compared with the funding recommended by the Panel in the 2022-23 Round 1 Small Grants (Biannual).

Table 1

Grant category	Applications Received	Total amount requested	Panel recommendation	Difference between amount requested and Panel recommendation
2022-23 Round 1 Small Grants	28	\$55,781	\$41,051.43	\$14,729.57

Feedback indicates that after two years of delays due to COVID-19 lockdowns, groups have only recently started delivering projects from the 2020-21 and 2021-22 grant rounds. As a result, the demand for community grants in the 2022-23 Round 1 Small Grants (Biannual) is significantly less than previous years. Consequently, only one round of Small Grants (Round 1) may be offered in 2022-2023.

The COVID-19 pandemic will have negatively impacted the revenue generated from the Camberwell Sunday Market run by the Rotary Club of Balwyn, which provides 30% of its net income to the Annual Community Strengthening Grants Program. The Panel noted that as a result, the contribution from the Rotary Club of Balwyn to the Annual Community Strengthening Program in 2022-23 is likely to continue to be less than prior years due to the impact of COVID 19 on the revenue generated by the Camberwell Sunday Market in 2021-22.

The Community Strengthening Grants Assessment Panel (the Panel) comprised three councillor representatives (Councillors Addis, Gillies and Watson) and two Rotary Club of Balwyn representatives. The Panel met on 10 May 2022. Relevant department managers and officers also attended the meeting to provide additional advice to the Panel.

This year the Panel has recommended full or partial funding for all the 24 eligible applications, as listed in **Attachment 1**. There were a number of applications for Automatic External Defibrillators. To provide a consistent approach to funding requests for defibrillators, the Panel applied a maximum funding amount of \$1,800.

Similarly, as with earlier grant rounds, a consistent approach was applied to other similar funding requests, namely:

- funding one excursion per application at \$30 per head
- catering capped at \$30 per head
- not funding uniforms that are for personal use (not shared between members) unless it is being acquired for participants who otherwise would not be able to participate due to financial disadvantage.

This resulted in some applications receiving partial funding.

The amount recommended in Round 1 Small Grants (Biannual) is \$41,051.43, which is \$31,004.57 less than the allocated funding of \$72,056.

The four ineligible applications are listed in **Confidential Attachment 2**.

### Confidentiality

Confidential information is contained in **Attachments 2 and 3**, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of 'confidential information' in section 3(1) of the *Local Government Act 2020*. The information relates to:

- a) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
- b) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The item has been included in the public agenda to facilitate transparency and accountability in Council's decision making.

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

### **Officers' recommendation**

That Services Delegated Committee resolve to endorse the Small (Biannual) Grants funding allocations for Round One 2022-23 of \$41,051.43 (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 endorsement by the Services Delegated Committee of the recommendations of the Community Strengthening Assessment Panel for Round 1 of the 2022-23 Small Grants (Biannual) program.

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

The Boroondara Community Plan 2021-2031 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 budget processes and Council strategies, plans, policies and actions.

The Boroondara Community Plan 2021-2031 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 four strategies of relevance for this report are:

Strategy 1.2 under the Priority Theme of Community, Services and Facilities

*Health and wellbeing is improved through delivering, facilitating and advocating for services and programs that are accessible and affordable.*

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

*Arts and culture are showcased by increasing opportunities to participate in artistic and cultural programming.*

Strategy 3.1 under the Priority Theme of The Environment

*Community resilience and capacity to live sustainably is increased through advocacy, education and resources.*

Strategy 6.3 under the Priority Theme of Local Economy

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

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

### Policy context

The Boroondara Community Strengthening Grants Policy 2020 sets out the parameters for the allocation of the Small (Biannual) Grants. This grants category provides funding 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 Boroondara Community Plan 2021-2031.

The allocations recommended by the Community Strengthening Grants Assessment Panel (the Panel) also support commitments contained in the Boroondara Arts Plan, the Multicultural Action Plan 2019-23, Sport and Recreation Strategy, Children and Young People's Action Plan, and the Add life to your years - Healthy Ageing in Boroondara Plan.

### 3. Background

The category of Small (Biannual) Grants program provides a funding for 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 up to two rounds each year, and small to medium sized not-for-profit organisations can 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. 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 2022-23 Round 1 Small Grants (Biannual) opened on Monday 28 February and closed on Sunday 20 March 2022. 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. Four information sessions were held and 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 28 applications were received in the following streams:

- Active Community
  - Sport (5)
  - Recreation (3)
- Creative Community (1)
- Healthy Community
  - Children and families (5)
  - Health and Wellbeing (8 - 2 ineligible)
- Life-long Community (6 - 2 ineligible)

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

All applications were 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 Panel comprised three councillor representatives: Councillors Addis, Gillies and Watson, and two Rotary Club of Balwyn representatives. The Panel met on 10 May 2022. Relevant department managers and officers also attended the meeting to provide additional advice to the panel, some via Teams. A full list of attendees is outlined in **Confidential Attachment 3**.

The Panel considered the advice and the ratings provided by Council officers and managers in its deliberations. The Panel also based its discussions and recommendations 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 forecast funding pool for 2022-23 Annual Community Strengthening Grants (including the Small Grants) is \$576,450, which includes a contribution from Rotary Club of Balwyn and an allocation from Council, as well as rolled over funds from the 2021-22 Annual Community Strengthening Grants and the 2020-23 Triennial Operational Grants.

In line with the Boroondara Community Strengthening Grants Policy, 25% of the Annual Community Strengthening Grants allocation is provisionally allocated to Small Grants (Biannual), which is \$144,112 for two rounds, with \$72,056 provisionally allocated to this round of Small Grants (Biannual).

As noted above, there were 28 applications for the 2022-23 Small (Biannual) Grants - Round 1. Table 2 below shows the community demand for funding compared to the funding allocated.

Table 2

Grant category	Applications Received	Total amount requested	Panel recommendation	Difference between amount requested and Panel recommendation
2022-23 Round 1 Small Grants	28	\$55,781	\$41,051.43	\$14,729.57

The total amount requested is \$55,781.57 across all streams, which is \$16,275 less than the \$72,056 funds available.

This year, the Panel has recommended full or partial funding for all 24 of the eligible applications totalling \$41,051.43 and these are listed along with the project summaries in **Attachment 1**. Four applications were ineligible, and these are listed in **Confidential Attachment 2**.

There were a number of applications for Automatic External Defibrillators. To provide a consistent approach to funding requests for defibrillators, the Panel applied a maximum funding amount of \$1,800.

Similarly, as with earlier grant rounds, a consistent approach was applied to other similar funding requests, namely:

- funding one excursion per application at \$30 per head
- catering capped at \$30 per head
- not funding uniforms that are for personal use (not shared between members) unless it is being acquired for participants who otherwise not be able to participate due to financial disadvantage.

This resulted in some applications receiving partial funding.

## **5. Consultation/communication**

The Small (Biannual) Grants program was promoted through:

- The Fuse e-newsletter
- Boroondara Creative Network e-newsletter
- 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 and applicants were assisted through phone contact with Council officers.

## **6. Financial and resource implications**

The forecast funding pool for the 2022-23 Annual Community Strengthening Grants (including the Small Grants) is \$576,450. Funding covers up to 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 provisionally allocated to Small Grants (Biannual), which is \$144,112 for two rounds, with \$72,056 provisionally allocated to this round of Small Grants (Biannual).

From the available funding of \$72,056, the amount recommended by the Panel is \$41,051.43.

As the COVID-19 pandemic has impacted the revenue for the Camberwell Sunday Market, which provides 30% of its net income to the Annual Community Strengthening Grants Program, the Panel noted the contribution from the Rotary Club of Balwyn to the Annual Community Strengthening Program in 2022-23 is likely to continue to be less than prior to the COVID19 pandemic, as it was 2021-22.

## **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.

The Panel met on 10 May 2022 with no conflicts of interest being declared.

## **8. Social and environmental issues**

The applications recommended for funding will have a positive social impact within the Boroondara community, which is particularly important as the community recovers from the COVID-19 pandemic. The grants will help to build connected and inclusive communities, strengthen community wellbeing, provide opportunities for local sport and physical activity, and cultural innovation and artistic practice.

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

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



Attachment 1 - Recommended

#	Organisation	Project Title	Project description / equipment purchase	Funding Requested	Panel Recommendation	Partial and/or Conditional Funding	Conflict of Interest
1	Access Health and Community	Equipment Purchase	Funding is requested to purchase the following equipment - 2 Smartplay 18mm Table Tennis Tables - 2 Cornilleau Table Covers - 2 Smartplay Deluxe Net and Post set - 8 Smartplay Pong Table tennis bats - 1 Smartplay 2 Star 100 Piece white balls	\$1,805.24	\$1,805.24		
2	Alamein Neighbourhood and Learning	Stories from residents living on public housing in Ashburton	This project aims to build connections between volunteers writing the stories of residents living in public housing in Ashburton. It celebrates different voices, journeys, experiences and outlooks.  Funding is requested for the following: - printing of the book \$1,676.36 - catering for interviews \$250 - book launch party \$500	\$2,426.36	\$1,500.00	Partial funding - contribution towards general program costs	
3	Ashburton United Junior Football Club	Equipment Purchase	Funding is requested to purchase 35 First Aid kits (x35)	\$1,000.00	\$1,000.00		
4	Ashburton United Soccer Club	Kitting up for Masters!	Funding is requested to purchase 3 club-owned new playing kits (uniforms, to be loaned to Masters players across the Women's and Men's cohorts).	\$2,000.00	\$2,000.00		
5	Balwyn Community Centre Inc	Equipment Purchase	Funding is requested to purchase 3 Air purifiers (WinixZero+ Pro 5 Stage Air Purifier).	\$1,715.46	\$1,715.46		
6	Balwyn East Kindergarten Incorporated Association	Equipment purchase	Funding is requested to purchase sensory-based equipment such as weighted blankets/pillows/cushions, sensory walk, sensory swings, communal indigenous camp rug, hand therapy eggs, sand timers and fidget toys. This equipment would support children with additional needs, from dysfunctional backgrounds with family violence, families who are new to the country and have limited English and children who have never been in an unfamiliar environment and have separation anxiety.	\$2,000.00	\$2,000.00		
7	Boroondara Preschool	Equipment purchase	Funding is requested to purchase a defibrillator for the kinder.	\$1,813.63	\$1,800.00	Partial funding - contribution towards equipment purchase	
8	Burwood Cricket Club Inc	Burwood Cricket Club Social Sixes Female Program	The Burwood Cricket Club has established a program for females who want to learn and be involved in cricket activity. The purpose of the program is to involve more females so that they are seen as sporting role models to their children. The grant is to fund a cricket uniform for each participant, specialist equipment in the form of a training cricket bat and funding for the program so it can be held during Winter.	\$2,700.00	\$1,800.00	Partial funding - uniforms not funded	
9	Camberwell Area Multiple Birth Association	Equipment purchase	Funding is requested to purchase 5 twin-specific feeding pillows, 10 twin pillow removable covers and 5 twin pillow travel bags for the CAMBA pillow bank at Bowen Street Community Centre.	\$1,000.00	\$1,000.00		

#	Organisation	Project Title	Project description / equipment purchase	Funding Requested	Panel Recommendation	Partial and/or Conditional Funding	Conflict of Interest
10	Centre of Greek Ex-Servicemen's Elderly Citizens Club of KEW and Districts	Greek National Day Celebration 28th OCTOBER 2022	Funding is requested to celebrate Greek National OXI Day on Friday 28 October 2022 and a trip to the Hellenic Museum during October 2022.  Funding would be used for the following: - lunch \$990 - Greek deserts \$275 - Refreshments \$220 - Room set up, wreath purchase \$212 - Entertainment - \$600 - First aid kit - \$190 - Hellenic museum trip \$500	\$2,800.00	\$2,800.00		
11	GOLD	Marysville Day Trip	Funding is requested for members to visit Marysville.  Funding would be used for the following: - bus hire \$1,125 - lunch and morning tea \$994 - entry to Bruno's Art and Sculpture Garden \$472	\$2,642.50	\$1,050.00	Partial funding - one excursion / outing funded. Catering and entry to Bruno's Art and Sculpture Garden not funded.	
12	Hawthorn Cricket Club	Equipment Purchase	Funding is requested to purchase new single pitch covers for the two turf grounds where the club is a tenant (St James Park and Rathmines Road Reserve).	\$1,960.00	\$1,960.00		
13	Highfield Road Uniting Church	Equipment Purchase	Funding is requested to purchase a defibrillator.	\$2,000.00	\$1,800.00	Partial funding - contribution towards equipment purchase	
14	JJ McMahon Memorial Kindergarten	Equipment purchase	Funding is requested to purchase outdoor/indoor building blocks.	\$2,436.00	\$2,436.00		
15	Kew Cricket Club Incorporated	Equipment Purchase	Funding is requested to purchase inflatable roller for laying and removing of cricket pitch covers.	\$2,000.00	\$2,000.00		
16	Kew Croquet Club Inc.	Equipment purchase	Funding is requested to purchase a defibrillator (AED).	\$1,800.00	\$1,800.00		
17	North Balwyn Senior Citizens Club Inc.	Equipment purchase	Funding is requested to purchase the following equipment: - 1 Bialetti 1167 Moka Espresso Maker Silver 18 Cup - 1 Hundred Bistro Cafe Entree Plates - 2 Classik Chef 3 Tier Utility Trolleys - 1 Airpot 5L Pump Action Insulated Flask Drink - Dispenser	\$1,275.63	\$1,275.63		
18	Probus Club of Greythorn Inc.	Gardening, theatre and exhibition visits.	Funding is requested to subsidise member visits to gardens and subsidise the cost of theatre tickets to various theatrical events and Scienceworks.  Funding would be used for the following: - gardening group visits \$800 - theatre visits \$800 - visit to Scienceworks \$840	\$2,440.00	\$800.00	Partial funding for one excursion	

#	Organisation	Project Title	Project description / equipment purchase	Funding Requested	Panel Recommendation	Partial and/or Conditional Funding	Conflict of Interest
19	reCHOIRed	Equipment purchase	Funding is requested to purchase a portable PA system consisting of portable PA, microphone stand, microphone, cables, speaker stand and carry bag.	\$909.10	\$909.10		
20	Servants Community Housing	Equipment Purchase	Funding is requested to purchase a defibrillator to be installed at Hamer Court, 535 High Street Kew.	\$2,000.00	\$1,800.00	Partial funding - contribution towards equipment purchase	
21	St Paul's Anglican Kindergarten	Equipment purchase	Funding is requested to purchase a Mediana A15 Adult/Child Automatic External Defibrillator (AED).	\$1,813.64	\$1,800.00	Partial funding - contribution towards equipment purchase	
22	The Compassionate Friends Victoria Inc.	Equipment Purchase	Funding is requested to purchase the following video conferencing equipment - Logitech Group with Expansion Mics Bundle (includes, video camera, 2 microphones, connecting cords and hub)	\$2,000.00	\$2,000.00		
23	The Scout Association of Australia, Victorian Branch (1st Glen Iris)	Equipment purchase	Funding is requested to purchase 5 extra tents to allow for social distancing when camping.	\$2,000.00	\$2,000.00		
24	The Scouts Association of Australia, Victorian Branch (1st North Balwyn Scout Group)	Equipment purchase	Funding is requested to purchase the following Camping/hiking equipment: - 2 x two person tents (Big Agnes Copper Spur HV UL2 Ultralight Hiking tent or similar). - 2 x personal cooking stove system (MSR Windburner 1L or similar). - 2 x Kids backpacks (Osprey Act 75L kids Backpack or similar).	\$2,000.00	\$2,000.00		
				\$46,537.56	\$41,051.43		