

7.2 Allocation of 2020 Small Biannual Grants - Round One

Abstract

This report contains the recommendations of the Assessment Panel for the 2020 Small (Biannual) Grants Program - Round One.

This new grant category of Small Grants (Biannual) provides quick-turn around funding for small, new and one-off services, programs and activities that 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 2 March and closed on Sunday 29 March 2020. 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. Applicants were asked to provide information on how the COVID-19 pandemic could impact the delivery of the proposed project.

Thirty applications were received and the total amount requested was \$69,297. Twenty-eight applications were recommended for full or partial funding totalling \$62,756. (**Attachment 1**). Two applications were not recommended for funding. (**Confidential Attachment 2**).

Confidential information is contained in **Attachments 2 and 3**, as circulated in the confidential section of the agenda attachments 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 any person or 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 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 in order for Council to make a decision, this item will be deferred to the confidential section of the agenda.

Officers' recommendation

That Council resolve to endorse the Small (Biannual) Grants funding allocations for round one 2020-21 of \$62,756 (as outlined in Attachment 1, as annexed to the minutes).

Responsible director: **Carolyn McClean**
 Community Development

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 2020-21.

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 *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 Six: Your local Shops and Businesses

Policy context

The Boroondara Community Strengthening Grants Policy 2019, sets out the parameters for the allocation of the Small (Biannual) Grants program. This is a new grants category providing quick-turnaround funding for small, new and one-off services, programs and activities that 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 and the Add life to your years - Healthy Ageing in Boroondara Plan.

3. Background

The new category of Small (Biannual) Grants program provides quick-turnaround 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 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 program will reopen to applications for round two in late 2020 for services, programs and activities commencing in February 2021.

The Small Grants opened on Monday 2 March and closed on Sunday 29 March 2020. 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 30 applications were received in the following streams:

- Active Community
 - Sport
 - Recreation
- Creative Community
- Healthy Community
 - Children and families
 - Health and Wellbeing
- Life-long Community
- Vibrant Retail Precincts

The application form and assessment process were 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.

Due to COVID-19 social distancing restrictions, the Community Strengthening Grants Assessment Panel meetings were held via Webex on Wednesday 20 June 2000. 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

As noted above, there were 30 applications for the 2020 Small (Biannual) Grants - Round One.

The grant applications received were in line with what was expected, with funding requests for equipment, such as screens to conduct more online programs, and small projects supporting people to reduce social isolation.

Applicants were also asked to provide information on how the COVID-19 pandemic, could or will impact the delivery of the proposed project, such as increase in demand, adapting the way of the project would be delivered or an amended timeline.

The total funding pool for the 2020-21 Annual Community Strengthening grants is \$499,599. It is made up of a contribution from Council, a contribution from the Rotary Club of Balwyn, in accordance with its lease for the Camberwell Sunday Market, and a rollover of funds from the 2019-20 Annual Community Strengthening Grants. In line with the Community Strengthening Grants Policy, 25% of the allocation is made available to Small (Biannual) Grants, which is \$124,899.75 across two rounds. The total funding pool for this first round of Small (Biannual) Grants is therefore \$62,449.87.

Table 1 shows the community demand for funding compared to the funding allocated.

Table 1

Grant stream	Number of applications received	Total amount requested	Funding Amount recommended
Active Community			
• Sport	1	\$2,637	\$2,637
• Recreation	8	\$15,337	\$14,687
Creative community	2	\$4,407	\$4,407
Healthy community			
• Children and families	4	\$8,420	\$4,068
• Health and wellbeing	2	\$4,903	\$4,903
Life-long community	12	\$30,593	\$29,054
Vibrant Retail precincts	1	\$3,000	\$3,000
Total	30	\$69,297	\$62,756

The Panel has recommended full or partial funding for 28 of the 30 applications totaling \$62,756 and these are listed along with the project summaries in **Attachment 1**. Two applications were not recommended for funding and are listed in **Confidential Attachment 2**.

As noted above, the funding allocated to round one of Small (Biannual) Grants is \$62,449.87 and the amount allocated by the panel is \$62,756, which is a shortfall of \$306.13. It is proposed that this be met by reallocating \$306.13 from round two of the Small (Biannual) Grants Program.

5. Consultation/communication

The Small (Biannual) Grants program was promoted through:

- *The Fuse* e-newsletter
- Council's social media
- *Boroondara Creative Network* e-newsletter
- the *BVRC Member Bulletin*
- City of Boroondara website on a dedicated webpage.
- a specific website news item.

While information sessions were not due to the start of the COVID-19 restrictions, applicants were assisted through phone contact with Council officers.

6. Financial and resource implications

As noted above, the total funding pool for the 2020-21 Annual Community Strengthening grants is \$499,599. Funding will cover two rounds of Small (Biannual) Grants and one round of Annual grants.

The funding available for the Small Grants (Biannual) is 25% of the Annual Community Strengthening Grants funding pool, which is \$124,899.75 or \$62,449.87 shared between both rounds. As noted above, the amount allocated by the panel is \$62,756, and it is proposed that the shortfall be met by reallocating \$306.13 from round two of the Small (Biannual) Grants Program.

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.

The recommended applications will support a range of activities and resources, which will promote a sense of community, enhance community inclusion, and provide cultural engagement opportunities.

Manager: Fiona Brown, Manager Community Planning and Development

Report officer: Kate Natsume, Acting Community Development Officer (Grants and Partnerships)/Relief and Recovery Internal Liaison

Attachment 1: 2020 Small (Biannual) Grant - Recommended

Organisation	Project Title	Panel Recommendation	Project Description	Partial and/or Conditional Funding	Conflict of interest
Children and Families					
St Paul's Anglican Kindergarten Inc	Bush Kinder, Sensory Play and Mental Wellbeing	\$2,691.00	Funding is requested to support: 1) Bush Kinder at Wattle Park: purchase of weather proof clothing (jackets and trousers for 20 children) to enable the Pre-Prep Bush kinder program to take place. 2) Sensory play and equipment for children who have additional needs. Items such as noise cancelling headphones, fidget toys and wedged cushions. 3) Yoga incursion: purchase of yoga mats (for 22 children).		No Conflict of Interest
Pied Piper Toy Library Inc	Making children's birthday parties more sustainable	\$1,377.00	Funding is requested to establish sustainable catering and decoration packs for birthday parties to reduce the waste generated at children's birthday parties.	Partial Funding - Contribution to materials and advertising	No Conflict of Interest
Creative Community					
Balwyn North Interchurch Council	North Balwyn Easter Walk	\$1,445.00	Funding is requested to purchase equipment including a megaphone, PA system and road cones to enhance safety for the 500 attendees of the annual Good Friday walk from the Chinese Rhema Church via the Baptist Church and Catholic Church, finishing at the Greek Orthodox Church in North Balwyn.		No Conflict of Interest
Cantate Singers Melbourne	Two concerts at Auburn Uniting Church	\$2,962.00	Funding is requested to purchase music, printing for choir members, copyright fees, advertising and concert venue cost for "When Johnny Comes Marching Home" and "Making Spirits Bright" concerts.		No Conflict of Interest
Healthy Community					
Camberwell Salvation Army	Staying Alive	\$2,000.00	Funding is requested to purchase a defibrillator for emergency support of the broad community of people attending the Camberwell Salvation Army weekly activities. Funding is also requested for CPR training for 10 staff and volunteers.		No Conflict of Interest
Connected Community HackerSpace Inc	Community Carrots: Broadcasting focused tech projects for Engagement and Education	\$2,903.00	Funding is requested to purchase audio/video/lighting equipment and services to support broadcasting of Community Connected Hacker Space workshops to members and the broader community.		No Conflict of Interest
Life-Long Community					
Ashburton Chinese Senior Friendship Association	Build a Painting and Calligraphy group	\$1,800.00	Funding is requested to purchase art supplies to establish a Painting and Calligraphy group.	Partial funding for promotions/printing, calligraphy and painting	No Conflict of Interest

Organisation	Project Title	Panel Recommendation	Project Description	Partial and/or Conditional Funding	Conflict of interest
AVA Boroondara Senior Citizens Group Inc.	Happy, Healthy Seniors in Music	\$2,591.00	Funding is requested to purchase instruments for weekly senior music and singing classes.	Partial funding for music instruments and food for event	No Conflict of Interest
BOROONDARA CAMBERWELL GREEK SENIOR CITIZENS CLUB	A Greek National Day. OHI (NO) - Day	\$3,000.00	Funding is requested to celebrate Greek National Day. Funding would be used to purchase Greek food, refreshments, kitchen equipment and entertainment.		No Conflict of Interest
Boroondara Chinese Senior Citizens Association Inc.	Various forms of physical exercises for good health	\$862.00	Funding is requested to purchase a sound system and iPad to complement gentle exercise classes.		No Conflict of Interest
Centre of Greek Ex – Servicemen’s Elderly Citizens Club of KEW and Districts	Ex-Servicemen October Festival	\$2,900.00	Funding is requested to hold an event as part of the Victorian Seniors Festival in Boroondara in October. Funding would be used to purchase Greek food, refreshments and entertainment.		No Conflict of Interest
Ladies Probus Club of Boroondara	Christmas Dinner for Probus	\$2,000.00	Funding is requested to hold a Christmas Dinner for the Ladies Probus Club of Boroondara to be held in December 2020 at the Kew Golf Club.		No Conflict of Interest
Mens Probus Club of Surrey Hills Inc	Cultural Excursions	\$3,000.00	Funding is requested for a contribution toward bus hire for cultural/education/recreational outings for members.	Day trips only	No Conflict of Interest
Probus Club of Ashburton Inc	Bus Hire	\$2,273.00	Funding is requested for a contribution toward bus hire for cultural/education/recreational outings for members.		No Conflict of Interest
Probus Club of Camberwell	Purchase of New Equipment	\$1,858.00	Funding is requested to purchase of a new Acer laptop computer from Harvey Norman (Aspire: A515-54-5725 NBK) and a new Kyocera Eco Sys Mono Laser Printer, and black toner.		No Conflict of Interest
Probus Club of Greythorn Inc	Facilitating quality of life and engagement for Probus senior citizens	\$2,900.00	Funding is requested for a contribution toward bus hire for cultural/education/recreational outings for members.		No Conflict of Interest
Greek Senior Citizens Club Hawthorn Kew and Districts	Celebrating Christmas	\$2,870.00	Funding is requested for a Christmas celebration event for members and their families. Funding would be used to purchase Greek food, refreshments and paper cups, plates, forks and knives. A second activity will include a visit to the Hellenic museum in Melbourne.		No Conflict of Interest
Probus Club of Glenferrie Inc	Day Trips and outings by bus for aged members	\$3,000.00	Funding is requested for a contribution toward bus hire for cultural/education/recreational outings for members.		No Conflict of Interest
Recreation					
4th Kew Scout Group	Defibrillator	\$1,695.00	Funding is requested to purchase a defibrillator.		No Conflict of Interest
Ashburton Uniting Church Tennis Club	Purchase of indoor/outdoor seating	\$1,725.00	Funding is requested to purchase 25 lightweight, small indoor/outdoor, stack-able, matching chairs.		No Conflict of Interest

Organisation	Project Title	Panel Recommendation	Project Description	Partial and/or Conditional Funding	Conflict of interest
Camberwell United Tennis Club	AED - Automated External Defibrillator	\$2,000.00	Funding is requested to purchase a defibrillator.	Partial Funding \$2000 maximum for equipment	No Conflict of Interest
Canterbury Girl Guides, part of Girl Guides Victoria	Supporting Community through purchase of furniture items and fridge	\$1,392.00	Funding is requested to purchase 3 items of storage furniture and a new fridge.		No Conflict of Interest
Hawthorn Bowling Club	IMPLEMENTATION OF BOWLING WITH BABIES	\$1,870.00	Funding is requested to purchase equipment for a "Bowling with Babies" program to be introduced at Hawthorn. Funds would be used to purchase the following: <ul style="list-style-type: none"> • two play pens • two change tables • two small shelter tents • a good quality coffee making machine 		No Conflict of Interest
Kew Croquet Club	FREESTANDING CHILLED DRINKING WATER FOUNTAIN	\$2,440.00	Funding is requested to purchase a freestanding chilled drinking water fountain for the lower croquet court.		No Conflict of Interest
Lynden Park Scout Group	Projector for the Lynden Park Scout Group (LPSG)	\$1,565.00	Funding is requested to purchase a data projector for the Lynden Park Scout Group.		No Conflict of Interest
North Balwyn Bowls Club Inc	Replacement of Club Tables	\$2,000.00	Funding is requested to purchase 25 new club tables to accommodate eight per table.		Peter O'Brien
Sport					
Kew Cricket Club	Victoria Park South Oval Shade	\$2,637.00	Funding is requested for three portable marquees (one for each team and one for the scorers).		No Conflict of Interest
Vibrant Retail Precincts					
Maling Road Business Association (MRBA)	Support Each Other Campaign	\$3,000.00	Funding is requested to purchase advertising (Facebook, Instagram, Posters, any other advertising) and the cost of gift cards (\$3 per card) for the Support Each Other Campaign to encourage people to shop in Maling Road.		No Conflict of Interest