



## Environment Grants – 2019 Program

### Guidelines – Environment Project Grants

<p><b>Purpose</b></p>	<p>Banyule City Council is keen to encourage community involvement in the achievement of our environmental goals, particularly through;</p> <ul style="list-style-type: none"> <li>• The maintenance and enhancement of the natural environment;</li> <li>• The conservation of resources including materials, water and energy;</li> <li>• The reduction in waste and pollution; and</li> <li>• The encouragement of environmental stewardship in the community.</li> </ul> <p>The Environment Project Grant program is provided as an incentive to new or established groups to develop initiatives that achieve these sustainability aims.</p> <p>In 2019 \$40,000 has been allocated for the Environment Project Grants. The maximum individual grant of \$10,000 would be provided for exceptional projects.</p> <p>These guidelines are provided for the <b>Environment Projects</b> grant stream. Please see our website for details on other grant funding available - <a href="https://www.banyule.vic.gov.au/Council/Grants/Environment-Grants">https://www.banyule.vic.gov.au/Council/Grants/Environment-Grants</a></p>
<p><b>Key Dates</b></p>	<p>The Environment Project Grants are open annually for applications in late June/early July. Council will advertise the Banyule Grants Program categories and their closing dates throughout the community.</p> <p>Communication channels include, but are not limited to, Council’s website, social media, the Banyule Banner, printed media, e-newsletters, in public spaces such as libraries, community centres, health centres and Neighbourhood houses and through email correspondence to networks.</p> <p><b>In 2019 the grants will open 1<sup>st</sup> July and close 12<sup>th</sup> August.</b> The assessment period will occur August to October, with notification provided to all applicants in October.</p> <p>The Grants presentation evening is scheduled for Thursday 14<sup>th</sup> November 2019 Acquittal Reports are due 12 months from the receipt of funding, or 13<sup>th</sup> November 2020</p>
<p><b>Eligibility Criteria</b></p>	<p>The grants are open to community groups, non-profit organisations and individuals operating or living within Banyule Council who meet the following criteria;</p> <ul style="list-style-type: none"> <li>• Are not for profit,</li> <li>• Are incorporated or auspiced by an incorporated body. The auspicing entity must accept responsibility for the management of</li> </ul>





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	<p>advanced funds and acquittal requirements, as well as all insurance risks of the project,</p> <ul style="list-style-type: none"> <li>• Have an ABN or qualifies to submit a statement by supplier,</li> <li>• Have appropriate insurance and adhere to equal opportunity principles and sound work place health and safety practices,</li> <li>• Are able to demonstrate financial viability, must provide a current financial statement, Primary and Secondary Schools are an exception.</li> </ul> <p>Eligible applicants should also:</p> <ul style="list-style-type: none"> <li>• Detail a project that will take place in Banyule and/or directly benefit Banyule’s local environment and community.</li> <li>• Align their proposal with Council’s key strategic PLANET priorities identified in the City Plan (the City Plan can be viewed online or at Council’s customer service centres).</li> <li>• Have complied with acquittal conditions for previous Council funding rounds.</li> <li>• Have contacted an environment officer via <a href="mailto:environmentgrants@banyule.vic.gov.au">environmentgrants@banyule.vic.gov.au</a> to discuss their project prior to submitting the application.</li> </ul> <p>Specifically for planting projects:</p> <ul style="list-style-type: none"> <li>• Planting projects must use indigenous plants of local province. A detailed species list must be provided with the application, or at the least, there must be consultation with the Environmental Education Officer or Bushland Management Team about plant selection. Detailed descriptions or site considerations, preparation and ongoing maintenance must all be included.</li> </ul> <p>Applications for projects on private land may be considered, but must fulfil the existing assessment criteria and demonstrate benefit to the wider community, or positive impacts to public land.</p>
<p><b>Application Process</b></p>	<p>All applications must be made online through SmartyGrants on the Banyule City Council website:  <a href="http://Banyule.smartygrants.com.au/EnvironmentProjectGrants">Banyule.smartygrants.com.au/EnvironmentProjectGrants</a></p> <p>Please note, to apply through SmartyGrants you will need an email address. If your email address has been registered with SmartyGrants previously and you have forgotten your password, are having difficulties logging in or registering a new account please contact the SmartyGrants helpdesk directly on 9320 6888.</p>





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	<p>All applicants are required to contact a Banyule Environment Officer on 9433 7724 or <a href="mailto:EnvironmentGrants@banyule.vic.gov.au">EnvironmentGrants@banyule.vic.gov.au</a> to discuss their application prior to submitting a final response.</p> <p>Budgets should contain a breakdown of all costs associated with the project. All costs under \$1000 require 1 quote, and all costs over \$1000 require 2 quotes. You should include a quote as an attachment to verify the cost.</p> <p>The Environment Project Grant will not cover:</p> <ul style="list-style-type: none"> <li>• Project management and/or auspicings fees</li> <li>• Projects that run solely for fundraising purposes, without broader community benefit.</li> <li>• Projects that require ongoing financial support from Council (One-off facilitation costs may be considered for community education projects)</li> <li>• Projects where the group/organisation has received full funding from another source</li> <li>• Funding for planning expenses e.g. master plans, landscape plans, building plans.</li> <li>• Funding for prizes, donations, sponsorship or gifts.</li> <li>• Activities which have already commenced prior to a grant application being successful</li> <li>• Activities of a religious or spiritual nature</li> <li>• Activities that are clearly the responsibility of another funding body or level of government</li> <li>• Activities that are solely for private gain or commercial purposes.</li> </ul> <p>Letters of support should be attached where partnerships are involved or to demonstrate community interest/support for a project.</p>
<p><b>Assessment Criteria &amp; Assessment Process</b></p>	<p>Banyule’s Environment Advisory Committee (BEAC) (a community advisory committee established to advice Council on environmental issues) assesses grant applications, and makes recommendations to Council on the basis of;</p> <ul style="list-style-type: none"> <li>• how well the grant benefits Banyule’s local environment</li> <li>• community and Council PLANET priorities presented in the City Plan</li> <li>• need, merit, innovation and value for money</li> </ul> <p>Any conflicts of interest present in the committee are declared at the start of the meeting, with this member excused during the discussion of the relevant application.</p>





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	<p>Council will then decide the allocation of the grants based on the recommendations of Council Officers and BEAC.</p> <p>Some preference may be given to those groups or individuals who have not previously received a grant from Banyule City Council. Council is committed to supporting projects that enhance social cohesion, address issues of access and equity and provide opportunities for members of Banyule’s diverse community.</p> <p>All applicants will be advised of the outcome of the application via email.</p>
<b>Grant Agreement</b>	<p>All funds must be spent in accordance to the funding items set out in the agreement form, as well as any conditions identified within the letter of success from Banyule City Council.</p> <p>It is expected that all Environment Project Grant awardees will attend the grants presentation evening to accept their ‘cheque’. The date of this night will be Thursday 14th November 2019.</p> <p>All Environment Project Grant awardees are required to acknowledge the contribution of Banyule City Council to the project/organisation by including reference to this effect in publications, advertising material, annual reports etc. The words ‘supported by a Banyule City Council Environment Grant’ can be used and/or the council logo.</p>