

Seniors Festival Grants

The 2018 Victorian Seniors Festival will offer a huge range of free and low-cost events and activities and activities for older Victorians from 7 to 14 October.

Council is offering community grants to help not-for-profit groups run events and activities in the shire during Seniors Festival.

WHAT DO THE GRANTS AIM TO ACHIEVE?

The grants will:

- recognise and celebrate community members aged 55 and over living within the Surf Coast Shire
- promote community participation, active living, social inclusion and community connections
- support community groups to provide events and activities for community members aged 55 and over.

WHO IS ELIGIBLE TO APPLY?

- Not for profit community groups, organisations or clubs based in the Surf Coast Shire.
- Groups incorporated under the Associations Incorporation Act or supported by an Incorporated Association that is deemed to be a non-profit, as classified by the Australian Taxation Office (section 103A(2) (c) of the Income Tax Assessment Act 1936).

To apply, you must

- have public liability insurance or be auspiced by an organisation with public liability insurance
- have complied with all terms and conditions including the submission of a satisfactory acquittal report for all previous grants received from Surf Coast Shire Council
- provide an ABN or your auspice organisation's ABN

For more information on auspicings please call 5261 0600 and ask to speak to a member of the Community Health and Development Team.

WHAT CAN BE FUNDED?

Events and activities during 7 to 14 of October 2018 in the Surf Coast Shire for residents 55 years and over will be considered for funding.

Some ideas for events and activities include:

- morning teas
- exhibitions
- fitness sessions
- gardening
- information sessions
- talks
- literary events and activities
- walks
- show cases

WHAT IS NOT ELIGIBLE FOR FUNDING?

- Items that are part of an organisations' core business or normal operating expenses, for example utility bills, staff costs or rent.
- Events and activities that duplicate existing planned events and activities.
- Events and activities are for group members only, i.e. only open to the members of one particular group.
- Events and activities run by private, profit making organisations.
- Events and activities proposed in venues that do not have accessibility, for example no accessible toilet.

HOW MUCH CAN I APPLY FOR?

A limited number of small grants are available. Applications of up to \$200 to support running event or activity that meets the selection criteria will be considered.

HOW TO APPLY?

www.surfcoast.vic.gov.au/SeniorsFestival

Complete all the questions on the application form. Incomplete applications will be deemed ineligible.

If you need assistance completing the online grant application form please call 5261 0600 and ask to speak to a member of the Community Health and Development Team.

WHAT IS THE ASSESSMENT PROCESS?

After you have submitted your grant application:

- You will receive an automated e-mail confirming receipt of your application.
- The application will be reviewed for eligibility by the Community Health and Development Coordinator. Ineligible applications will be notified by e-mail.
- The application is assessed on the Assessment Criteria by a panel of three people.
- Successful and unsuccessful applications are notified by e-mail by 14 August 2018.

ASSESSMENT CRITERIA

1. Community benefit (60%)

- What benefits will the event deliver to the participants? e.g. social connections, positive attitudes to ageing, active living, learning something new, etc.

2. Target Population (25%)

- How many residents aged 55 and over living in the Surf Coast Shire will benefit from the event?

3. Budget (15%)

- Does the budget reflect value for money?

Grant terms and conditions that will be in funding agreement

- Funded groups will need to sign a grant agreement within seven days of being notified they are successful unless otherwise agreed. The sample grant agreement can be found on the Surf Coast Shire Council website.
- Changes to the funded seniors event will not be possible after 19 August 2018 as it will be printed in the Seniors Festival booklet.
- Funded organisations must provide an acquittal report by 14 November 2018 unless otherwise approved by Council. All acquittals must be completed online. A link will be e-mailed on the 14 October to complete this acquittal.
- The Seniors Festival Grants is limited by the amount of funds available. Applications are not guaranteed funding nor can any applicant receive more than the maximum amount of \$200.
- Funded organisations are required to acknowledge the Surf Coast Shire Council as contributing funding sources on any event publicity. Please email the communications team at communications@surfcoast.vic.gov.au to obtain the relevant logo and guidelines for its use
- Funded groups have the responsibility to ensure they obtain the necessary permits and insurances for their event. For more information on requirements please contact the Events Team on 5261 0600.
- All funded projects will be required to register their events to become part of the Surf Coast Shire Seniors Festival Calendar. Instructions on how to do this will be supplied with the grant agreement.
- Council reserves the right to revoke funding if:
 - the application has been deemed non-compliant
 - terms and conditions of Seniors Festival grants are not adhered to successfully
 - Council becomes aware that any event, good, services proposed by the applicant to be objectionable, dangerous, infringes any copyright or other intellectual property rights, is illegal or would be detrimental to Council.
- The funded organisation indemnifies Council, its officers, employees, and agents against any loss or liability incurred by Council. This includes legal costs arising from or in connection with any act or omission of the Funded Organisation under or in connection with this Funding Deed except to the extent that such loss or liability is caused by the unlawful or negligent act or omission of Council.
- The funded organisation must take out and maintain throughout the term adequate insurance.
- The funded organisation must comply with all relevant laws and conditions.
- Surf Coast Shire Councillors are to be invited to the event and involved in any media opportunity. Please provide adequate notice to coordinate such attendance by sending invitations to EaMayorCrs@surfcoast.vic.gov.au.