



2021 Clubs for Cumberland ClubGRANTS Scheme



GUIDELINES

*Applications open 9am, 1 April 2021 until
4pm 30 April 2021*

ADMINISTERED BY



FUNDED BY



For more information contact:

Clubs for Cumberland Convener
☎ **02 8757 9800** or **8757 9276**
✉ grants@cumberland.nsw.gov.au

ClubGRANTS Online System
Member Enquiries Centre
☎ **1300 730 001**

For multi-lingual support, please contract the Translating and Interpreting Service (TIS) on 131 450 and ask to be connected to Cumberland City Council on 8757 9000.

للحصول على المساعدة اللغوية، اتصل بخدمة الترجمة التحريرية والشفهية (TIS) على الرقم 131 450 واطلب الاتصال بمجلس كمبرلاند على الرقم 8757 9000.

如需多语种服务，请致电131 450（翻译与传译服务，TIS），要求接通Cumberland市议会电话8757 9000。

برای پشتیبانی چند زبانه، لطفاً با خدمات ترجمان کتبی و شفاهی (TIS) با نمبر 131 450 تماس بگیرید و بخواهید که به شورای کومبرلاند به نمبر 8757 9000 وصل کنند.

다국어 지원을 받으려면 통 번역 서비스(TIS)에 131 450으로 연락하여 컴벌랜드 카운슬에 8757 9000으로 연결하도록 요청하십시오.

बहुभाषी सहायता के लिए, कृपया 131 450 पर अनुवाद और दुभाषिया सेवा (TIS) से संपर्क करें और उनसे 8757 9000 पर कंबरलैंड काउंसिल से कनेक्ट करने के लिए कहें.

பல மொழி ஆதரவுக்காக, மொழிபெயர்ப்பு மற்றும் உரைபெயர்ப்புச் சேவையைத் (TIS) தொடர்பு கொள்ளவும். TIS ஐ 131 450 எனும் தொலைபேசி எண்ணில் அழைத்து 8757 9000 இல் கம்பலாந்து மன்றத்துடன் இணைக்கும் படி கேளுங்கள்.



ClubGRANTS

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What is the ClubGRANTS Scheme?

ClubGRANTS is a community grants program funded by local clubs and administered by Cumberland City Council.

The scheme enables registered clubs with gaming machine profits over \$1 million to apply for a tax rebate (of 1.85%). The tax rebate is used to provide grants to not-for-profit community organisations for community projects.

ClubGRANTS is designed to ensure that larger registered clubs in NSW contribute to the provision of front-line services to local communities; and to ensure that disadvantaged community members are better positioned to benefit from the grants. ClubGRANTS also facilitates contributions by larger clubs towards infrastructure to support sporting, health and community activities.

The Scheme is guided by the *Gaming Machine Tax Act 2001* which identifies three classes of expenditure (Category 1, Category 2 and Category 3). These guidelines apply to only **Category 1**. More information about the other categories can be found on the Liquor and Gaming NSW (L&GNSW) website liquorandgaming.nsw.gov.au.

The Clubs for Cumberland ClubGRANTS Scheme is managed by a Local Committee which has representatives from:

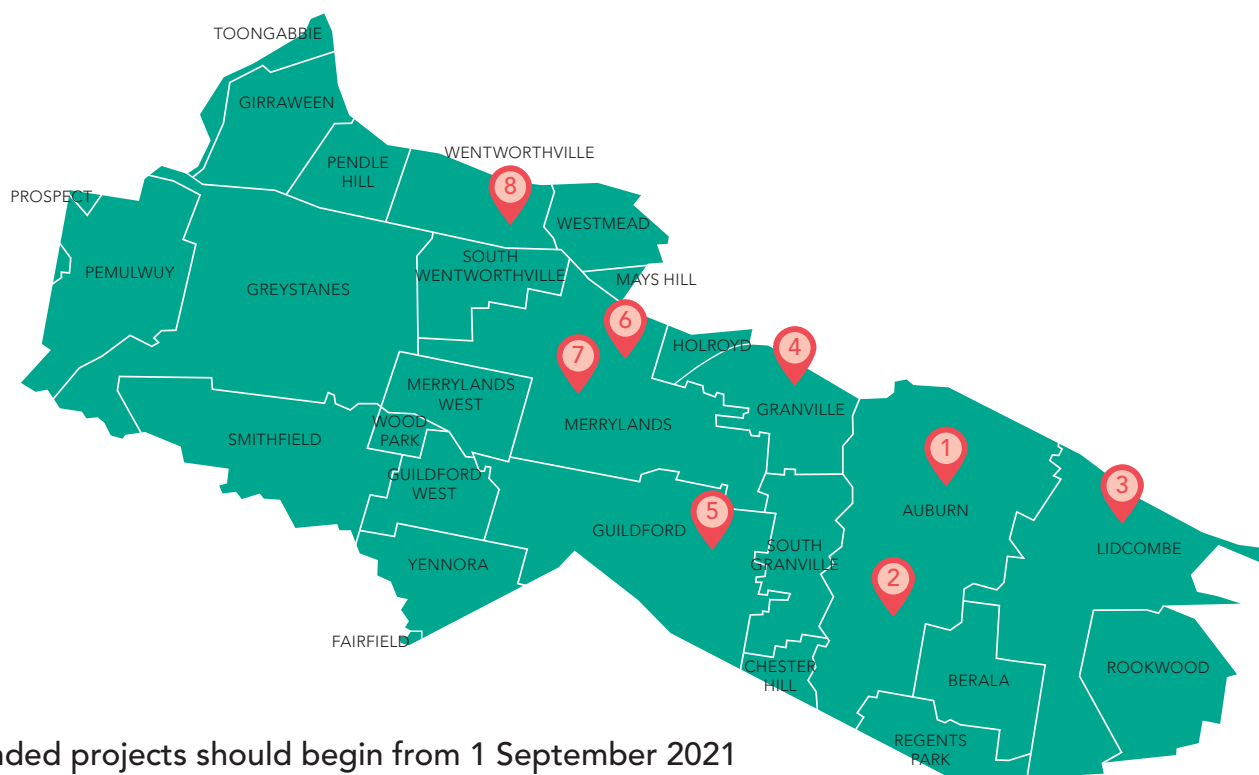
- Participating clubs
- Cumberland City Council
- Department of Communities and Justice
- Local community organisations (up to five representatives)

Cumberland City Council convenes the Local Committee and provides administrative support.

The Local Committee identifies funding priorities, assesses grant applications and makes recommendations for funding allocations.

Participating clubs in the Cumberland Local Government Area (LGA) include:

1. Auburn Soccer Sports Club
2. Auburn Tennis Club
3. DOOLEYS Lidcombe Catholic Club
4. Granville Diggers
5. Guildford Leagues
6. Club Merrylands Bowling
7. Merrylands RSL
8. Wenty Leagues



Funded projects should begin from 1 September 2021 and be completed by 31 August 2022.

The Clubs for Cumberland Local Committee only accepts applications for the scheme **once a year within the advertised dates**.

Key dates

ACTIVITY	DATE AND LOCATION
Local advertising and promotion	February 2021 - April 2021
Opening of funding round	9am, 1 April 2021
<p>ClubGRANTS Information Sessions</p> <p>These sessions will explain the funding priorities, how applications will be assessed and conditions for successful applicants.</p>	<p>Wednesday 7 April 2021, 10am - 11.30am Venue: Greenview Room 2, Club Merrylands Bowling, Newman Street Merrylands NSW 2160 Book your spot online at http://bit.ly/Cumberland_ClubGRANTS_7_APRIL</p> <p>Online information session</p> <p>Thursday 8 April 2021, 10am - 11.30am Book your spot online at http://bit.ly/Cumberland_ClubGRANTS_8_April</p>
<p>Advisory Desks</p> <p>Book a session for tailored advice on your project and grant application. Email your draft application and project ideas and receive feedback and tips on how to write your grant proposal.</p> <p>Limited spaces – Booking is essential.</p>	<p>Tuesday 13 April 2021, 10am - 3pm Venue: DOOLEYS Lidcombe Catholic Club Book your session for tailored feedback on your application at: http://bit.ly/Cumberland_ClubGRANTS_13_APRIL</p> <p>Tuesday 20 April 2021, 10am - 3pm Venue: Greenview Room 2, Club Merrylands Bowling, Newman Street Merrylands NSW 2160 Book your session for tailored feedback on your application at: http://bit.ly/Cumberland_ClubGRANTS_20_APRIL</p> <p>Tuesday 27 April 2021, 10am - 3pm Venue: Greenview Room 2, Club Merrylands Bowling, Newman Street Merrylands NSW 2160 Book your session for tailored feedback on your application at: http://bit.ly/Cumberland_ClubGRANTS_27_APRIL</p>
Closing date	4pm, 30 April 2020
Applications assessed	June 2021

Key dates

ACTIVITY	DATE AND LOCATION
Recommendations made to Club Boards for approval	July 2021
Applicants notified outcome	August 2021
Opportunity for feedback for unsuccessful Applicants	4- 31 August 2021
Proof of public liability insurance due for successful applicants	17 August 2021
Funding received by successful applicants	August 2021
Progress Report	28 March 2022
Final Acquittal Reports	28 November 2022



Mercy Connect Sydney, Mercy Works, funded by DOOLEYS Lidcombe Catholic Club & Guildford Leagues Club

Who Can Apply For Grants?

The Clubs for Cumberland ClubGRANTS Scheme provides funding to organisations that:

- Are legally incorporated or are an auspice (sponsor) for an unincorporated organisation
- Have an Australian Business Number (ABN);
- Are not-for-profit organisations, schools, local government;
- Have proof of appropriate insurance policies, including public liability insurance;
- Have submitted a final 'Funding Recipient Report' or a 'Progress Report' for any previous projects funded by the Cumberland, former Auburn or Holroyd ClubGRANTS Schemes.
- Have submitted annual report, constitution, financial statement
- Residents of the Cumberland LGA must be the primary beneficiaries of the project.
- Projects must address an identified funding priority.

Note: Expenditure on community development and support outside NSW is only recognised if it is made to locally based activities that are of a genuine cross-border nature or to nationally operating organisations with a presence in NSW.

Funding Categories

Eligible **Category 1 Expenditure** is for projects and/or services that contribute to the welfare and broader social fabric of the local community, and are aimed at improving the living standards of low income and disadvantaged people. The types of eligible projects and services include:



Community Welfare and Social Services

- family support
- supported emergency or low-cost accommodation
- counselling services
- childcare and child protection
- aged, disability or youth services
- veteran welfare services
- volunteer emergency services, such as surf life-saving and rural fire services



Community Development

- neighbourhood centre activities
- community education programs
- youth drop-in facilities
- community transport services
- tenants' services
- state-wide or regional services developing social policies and providing advocacy for local community services



Community Health Services

- early childhood health
- child and family services
- community nursing
- therapy, including art therapy
- community mental health services
- health promotion initiatives
- drug and alcohol services
- palliative care/women's health/dental/disability services
- Aboriginal and Torres Strait Islander health services
- home and community care services

Note: Funding for buildings and equipment for in-patient care may be recognised as Category 1 expenditure in certain limited circumstances.



Employment Assistance Activities

- employment placement services
- group training
- employment advocacy
- community enterprises
- local job creation schemes



Youth Life Saver Program, Royal Life Saving Society, funded by Wenty Leagues

What are the funding priorities for 2021?

The Clubs for Cumberland ClubGRANTS Scheme is aimed at promoting community support at a **local level**. As a result, Category 1 preference is given to projects and services assisting people within the Cumberland Local Government Area (LGA).

The 2021 funding priorities are based on identified local community needs including service gaps and actions prioritised through recent community engagement programs and studies prepared for the Cumberland LGA including the:

- Cumberland Community Strategic Plan 2017-2027
- Cumberland Disability Inclusion Action Plan 2017-2021
- The State of Homelessness in Cumberland Research Report October 2018
- Cumberland Reconciliation Action Plan 2019-2021
- Cumberland Community Safety and Crime Prevention Plan 2018-2022
- Cumberland Cultural Plan 2020-2029
- Cumberland City Council School Engagement and Consultation Findings 2018

Duplication of projects and services should be avoided. Collaborative initiatives and partnerships will be viewed positively.



1. Community Safety

Projects addressing this priority aim to do the following:

- Improve crime prevention and public safety outcomes including addressing community perceptions of crime and safety.
- Increase the provision of domestic violence services and support, particularly those with an outreach component.
- Address the underlying drivers of violence against women (primary prevention programs).
- Address the significant lack of affordable housing and the shortage of crisis, short, medium and long term accommodation in our community.
- Support services to prevent and address homelessness **(NEW)**

- Provide programs and support for victims of crime.
- Safe driving programs.
- Provision of services addressing drug and alcohol dependency.
- Provision of preventative drug and alcohol education and awareness programs.



2. Health and Wellbeing

Projects addressing this priority aim to do the following:

- Promote physical activity that improves fitness levels and general health and wellbeing.
- Provide opportunities to increase participation of women and girls.
- Projects that combine social, recreational and physical activities to promote stress management, and physical wellbeing. Target groups include: Aboriginal and Torres Strait Islanders, young people, older people, survivors of torture and trauma/refugees, people with disability and their carers.
- Prevent and raise awareness of mental health, substance abuse and lifestyle diseases such as diabetes, obesity and coronary heart disease.
- Offer crisis support to people experiencing acute mental health issues **(NEW)**
- Promote the use of active transport such as walking, cycling and use of public transport.
- Nutrition and cooking programs that promotes nutritious food for good health.
- Support services for people with chronic illnesses and disabilities.
- Expenditure to build 'community care infrastructure'. This includes aged care facilities, facilities for people with disability, mental health facilities and child care facilities.



Careflight Rescue for Cumberland, Careflight, funded by Wentley Leagues



3. Youth

Projects addressing this priority aim to do the following:

- Improve the safety of young people.
- Improve employment and education/training outcomes for young people.
- Improve access to, and appropriateness of, services and facilities for young people.
- Provide education programs and support services for young people and parents **(NEW)**
- Improve the provision and promotion of quality homework or study help support programs **(NEW)**
- Safe driving programs for young people **(NEW)**
- Programs that increase participation of young women.
- Youth-led intergenerational projects.



4. Social Cohesion and Participation

Social cohesion projects aim to build stronger relationships and mutual respect between groups within the community by addressing issues of discrimination and conflict.

Projects addressing this priority aim to do the following:

- Address racism and promote community harmony.
- Promote cross-cultural understanding, community harmony and peace building.
- Address intergenerational conflict using culturally appropriate strategies.
- Projects that build evidence for and work toward social change in homelessness policy and community opinion.

Projects focusing on social participation give residents in the Cumberland LGA the opportunity to participate in all aspects of society and feel they are valued members of society.

Projects addressing this priority aim to do the following:

- Improve access to services and increased participation in community life by isolated residents, including older people, people with disability, refugees and people seeking asylum and people from culturally and linguistically diverse backgrounds
- Address barriers to service access and

community participation, by Aboriginal and Torres Strait Islander communities in the Cumberland LGA.

- Support the work of local volunteers.
- Provide accessible community transport services.
- Deliver community education and training for new and emerging community groups and organisations to increase skills and knowledge of Australian systems.
- Provide support for people with disability including carers of people with disability.
- Improve access to services that address homelessness and the drivers of homelessness, including outreach services, living skills programs, and programs targeting key demographic groups within the Cumberland community such as adult men, older women and asylum seekers.
- Supporting families that have been in contact with the juvenile justice and/or correctional system.
- Support and celebrate cultural diversity through educational projects and programs that promotes intercultural understanding.
- Facilitate cultural programs that enhance community wellbeing.
- Improve access and equity in all areas of community life via accessible cultural projects and programming.



5. Education and Employment

Projects addressing this priority aim to do the following:

- Address barriers to education, training, employment and technical learning opportunities to attain strong employment outcomes for newly arrived migrants and refugees, people with disability, young people disengaged from education and the long term unemployed.
- Encourage the participation and involvement of parents in the education of their children and to improve their capacity to support learning at school.
- Develop new or expand existing social enterprise initiatives.



6. Sustainability

Projects addressing this priority aim to do the following:

- Develop and deliver environmental education programs, environmental events or initiatives.
- Encourage community pride and cleanliness in the Cumberland LGA.
- Increase awareness of the 3 R's (Reduce, Reuse and Recycle waste) and promote available waste services to improve our environmental foot print.
- Increase biodiversity and provide habitat.



Vision Australia's Orientation and Mobility Program – Vision Australia, funded by DOOLEYS Lidcombe Catholic Club



Hilltop Road Community First Aiders Project, Hilltop Road Public School, funded by Wenty Leagues

What projects will not be funded?

The following items have been listed in NSW Office of Liquor and Gaming ClubGRANTS Guidelines.

- Projects not listed under Category 1.
- Applications from organisations/groups that have not submitted a Funding Recipient Report or a Progress Report for previously funded projects under the Clubs for Cumberland ClubGRANTS Scheme.
- Projects related to a Club's core activities (such as sport, returned servicemen's league, golf course and bowling green maintenance including for wages paid to staff to carry out the maintenance).
- Semi-professional sports.
- Projects or services that can be readily assisted by any existing Government funding program.
- Medical research.
- Cultural festivals, celebrations or events that focus on visual/performing arts.
- Registered political parties, any political candidates, any political campaigns or to any industry organisations.
- Applications for funding to cover a short fall in the Applicant's operational budget.
- An organisation with substantial unallocated resources.
- Individuals.
- Duplication of existing services or programs within the Cumberland LGA unless evidence of demand is provided.

How much can I apply for?

There isn't a limit to the amount that can be applied for in Clubs for Cumberland ClubGRANTS ClubGRANTS Scheme.

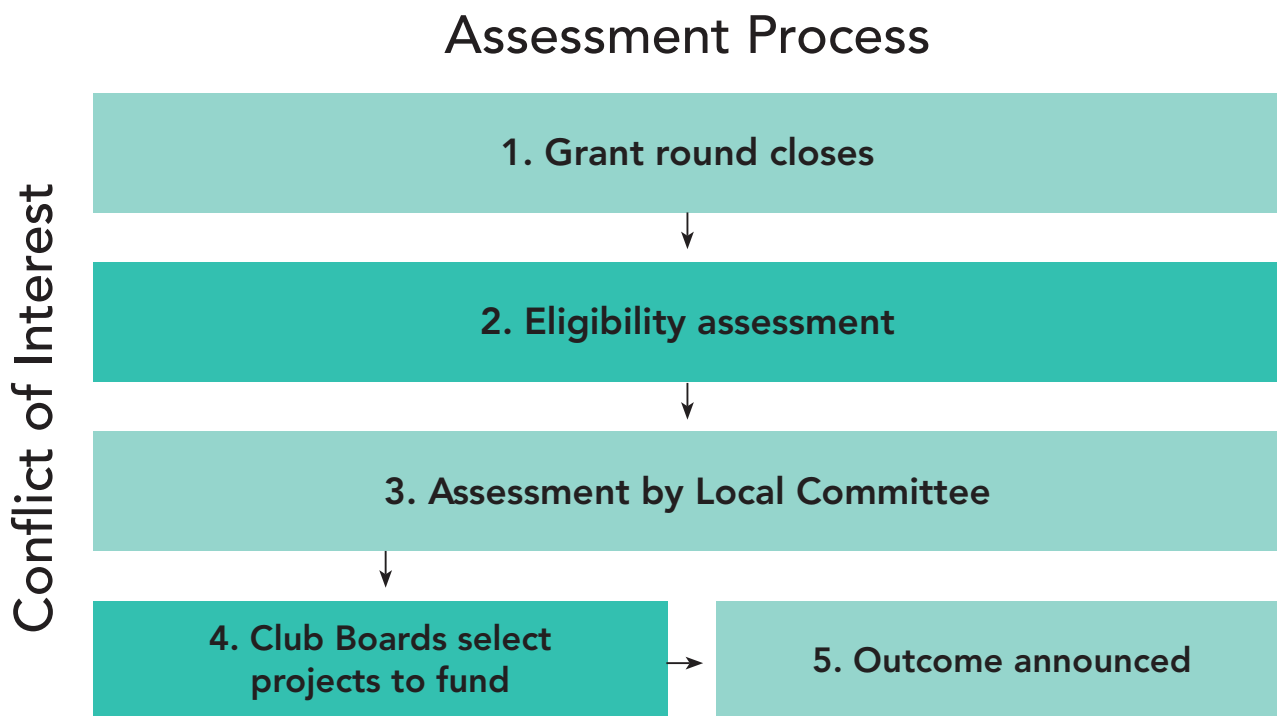
Important information regarding GST.

The Australian Taxation Office [ATO] has provided the following advice on whether a payment made by a Club to a recipient organisation as part of the ClubGRANTS Scheme would attract GST.

A non-profit organisation or donating Club does not have a GST liability provided the non-profit organisation is not making a supply to the donor club in relation to the receipt of the payment. The acknowledgement of the funds provided in the recipient's newsletter or annual report, or in a local state or national newspaper, or a certificate, plaque or equivalent of appreciation is not considered to be a supply from a recipient to a donor club.

How will applications be assessed?

This diagram outlines the steps in assessment of application submitted to the Clubs for Cumberland ClubGRANTS Scheme.



- a) The Clubs for Cumberland ClubGRANTS Scheme will be advertised annually, on the Cumberland City Council website, local newspapers and other community information outlets.
- b) Applications will be assessed in accordance with the Scheme's Guidelines including organisational eligibility and funding priorities outlined in these Guidelines. Following the closing date, applications will be assessed and ranked by the Local Committee. A report will be prepared and forwarded to the Boards of participating Clubs for review and determination.
- c) All applicants will be advised as to whether they have or have not been successful. Applicants will also be provided with an opportunity to gain feedback on unsuccessful applications.

A copy of the assessment tool used by the Local Committee is available on the next page.

Sample Assessment Checklist

This checklist is used as a tool by the Local Committee in assessing each application to:

1. Ensure the eligibility of projects for funding; and
2. Develop a priority ranking of project applications.

Name of Assessor				
Does this application present you with a conflict of interest or a perceived conflict of interest? (please circle one)	Yes – do not assess if you have a conflict of interest.	No – continue assessing the application.		
If yes, please provide further information				
The Project				
The project will be ranked High, Medium or Low (1-3) priority for funding with consideration to the following criteria.				
Location	What locality does the project relate to?	<input type="radio"/> Local <input type="radio"/> Sub regional	<input type="radio"/> Regional <input type="radio"/> State Wide	
Guidelines	Does the proposal meet the ClubGRANTS Guidelines?	Yes	No	
Funding category	<input type="radio"/> Community Welfare & Social Services <input type="radio"/> Community Development <input type="radio"/> Community Health Services <input type="radio"/> Employment Assistance Activities			
Does the project meet local funding priorities for 2021? (choose 1 only)	<input type="radio"/> Social Cohesion and Participation <input type="radio"/> Health and Wellbeing <input type="radio"/> Education and Employment <input type="radio"/> Community Safety <input type="radio"/> Youth <input type="radio"/> Sustainability			
Reporting	Has the organisation submitted reports for previous ClubGRANTS Scheme funding?	Yes	No (Not eligible)	N/A
Objectives	Are the project objectives achievable?	Yes	No	Unknown
Funding	Does the project duplicate an existing service/project in the same area?	Yes	No	Unknown
	Is the proposal a contribution to an existing service or project?	Yes	No	Unknown
	Is this a new project?	Yes	No	Unknown
	Is the project supported by a community partnership?	Yes		No
	Does the project include measures of monitoring and evaluation?	Yes		No

Sample Assessment Checklist (Continued)

Budget	Is the budget realistic to achieve desired outcomes?	Yes	No	Unknown
Access and Equity	Is the proposal accessible to diverse groups in the community?	Yes	No	Unknown
Connection to Cumberland	Does the project provide a direct benefit to the Cumberland community?	Yes	No	Unknown
Project Ranking (tick one only). Please make note of why the ranking was made and provide comments to further substantiate the ranking.		<input type="radio"/> High	<input type="radio"/> Medium	<input type="radio"/> Low
Comments				
Feedback for applicant:				



Look Good, Feel good, Cancer Patient Foundation, funded by Guildford Leagues

What are the conditions for successful applicants?

- a) The funded organisations must not accept funding for the same project from any other source unless joint funding is required for the implementation of the project AND you have informed all funders of all sources of funding for this project.
- b) The grants provided by the Clubs for Cumberland ClubGRANTS Scheme are to be expended only as outlined in the funding application.
- c) Any variation to the funded Project must be submitted in writing to the funding club for prior approval.
- d) Successful applicants with projects funded over \$10,000 will be required to sign a contract which may contain additional specific conditions.
- e) An electronic version of the Standard Funding Recipient Report Form will be available to successful applicants. This Report must be completed and returned with proof of expenditure (acquittal) to the funding club within twelve (12) months of receipt of the Grant. The report will provide an opportunity for applicants to demonstrate the achievements of their project.
- f) Provide proof of public liability insurance prior to the grant be paid. Proof of insurance is required by **5pm 17 August 2021**.

Final reports for projects previously funded in 2020 are due on **28 November 2021**.

The following reports are required:

Amount funded	Reporting Requirement
Projects less than \$500	Receipts and a letter of acknowledgement
\$500 - \$7,499	Funding Recipient Report
\$7,500 - \$10,000	A statutory declaration detailing the application of the funds at the end of the project
Over \$10,000	Reporting requirements will be detailed in the contract.

If the project is not complete by the next funding round, a Progress Report must be submitted to ensure the applicant is eligible in that round. **The Progress Report is due on 28 March 2022.**

A final Standard Funding Recipient Report must be submitted upon completion of the project. Failure to do so will mean the organisation is ineligible for future rounds until a report is submitted. **Final report is due 29 November 2022.**

If a report (or progress report) is not received from a benefiting organisation, no additional Category 1 funding will be considered.

- g) Successful applicants must give appropriate acknowledgment of the funding Club's support for the project.
This could be through promotional material, flyers, newsletters and Annual Reports. A copy of the promotional material or annual report must be sent with the Funding Recipient Report.
- h) Applicants cannot be guaranteed funding, nor can any applicant be guaranteed funding for the full amount requested.

What supporting documents should be included with the application?

- a) Organisation's constitution or statement of aims and objectives.
- b) Most recent annual report.
- c) Statement of income and expenditure.
- d) Support letter.
- e) If applying to purchase equipment, two quotes for the cost of each piece of equipment must be included with the application.
- f) If the applicant will be delivering the project in partnership with other organisations, complete a Project Partners Acknowledgement Form(s).



How do I apply for the Clubs for Cumberland ClubGRANTS Scheme?

- a) Applications open 9am on 1 April 2021 and close 4pm on 30 April 2021.
- b) Applications received after the closing date and time will not be considered.
- c) Only online applications are accepted and can be submitted at www.cumberland.nsw.gov.au/clubgrants



The 21st Century Skills Partnership, The 21st Century Empowerment Project funded by MERRYLANDS RSL CLUB



Connect to Work, Auburn Small Community Organisation Network, funded by DOOLEYS Lidcombe Catholic Club