

Rural Access Grant

Guidelines

2018



Mildura Rural City Council

Introduction

Rural Access grants (an initiative of the Department of Health and Human Services) are designed to assist community groups to develop and undertake projects that improve access for and meet the needs of people with a disability, their carers and their families.

You are encouraged to read the guidelines and discuss your project idea with us before starting an application.

For more information or to discuss your application please contact us on 03 5018 8100 or email jeni.snadden@mildura.vic.gov.au.

Who can apply?

To be eligible to apply for a Rural Access grant you must:

- Be a not-for-profit organisation/group and Incorporated Body (or be auspiced by one).
- Have Public Liability Insurance to the minimum of \$10 million.
- Be based within the Mildura Rural City Council Local Government Area and/or provide services and activities within these boundaries (or propose to).
- Schools can only apply for grants that benefit the school on a non-infrastructure basis and demonstrate that they are separate to the normal school curriculum e.g. a program that introduces behavioural change.

What will be funded?

Through this program, we want to fund projects that extend, modify or improve *existing* facilities and increases accessibility to assist the aged, people with a disability and parents with prams / children.

Potential Projects

Examples of projects that may be eligible for funding include:

- Creation of accessible routes of travel or disabled parking
- Removal of steps to create level access
- Permanent hearing loops
- Installation of accessible signage
- Fencing for safety
- Installation of accessible ramps, handrails, toilet facilities etc.
- Special projects may also be submitted for consideration e.g. hall improvements, minor equipment

What will not be funded?

You cannot apply for a Rural Access grant if:

- Re-current or ongoing funding from Council is needed.
- You could fully fund the project from other sources (e.g. user fees, fundraising, other funding bodies, business or other sponsorship).
- Your organisation has significant infrastructure and resources - unless the project is unique, not your core business and provides an additional service with demonstrated high community need.
- The service or project is the responsibility of another level of government or services abandoned by state or federal government (cost shifting).
- You receive funding for the project through another Council grant program.
- A clear statement of your organisation's financial position can't be provided on request.
- You wish to fund management or administrative support, contributions to salary costs or ongoing operational costs such as annual rent, power or labour costs not directly associated with the implementation of the funded project.
- You wish to fund computer products for administration use that does not contribute directly to the grant program.

- You wish to fund the replacement of consumable items and/or equipment.
- The purpose of your project is of a political nature.
- The purpose of your grant is for a religious group or purpose - unless the project is non-denominational and demonstrates a broader community benefit.
- You wish to fund assistance to an individual person.
- You are a commercial enterprise or Government entity.
- Your project intends to manufacture products that create a direct commercial return that do not demonstrate a broader community benefit.
- You want to fund general fundraising campaigns, activities and appeals.
- Your organisation supports or the intended purpose of your project promotes gambling or alcohol, drugs or tobacco use.
- You wish to fund travel, study or conferences (including feasibility studies).
- Your organisation has not satisfactorily acquitted a previous grant.
- Your project replicates a service or program that already exist within the community (projects that compliment or expand the capability of existing programs will be considered).
- Your project will be completed before the grant funding is announced (we do not fund in retrospect).

How much can I apply for?

Funding is up to \$3,000.

How do I apply?

We encourage you to discuss your project idea with us before starting an application.

Applications must be submitted online via our grants portal www.mrcc.smartygrants.com.au.

Important Milestones

1. **Grant round open.** Monday 5 February 2018.
2. **Submit your application.** By 4pm, Monday 19 March 2018.
3. **Applications assessed.**
4. **Council Meeting (decision).** 23 May 2018.
5. **Applicants notified.** Early June 2018.

How will my project be assessed?

Once your application has been submitted, it will be assessed on the following weighted criteria:

What is your project idea? (50%)

- An overall description of the objectives and aims of the project.
- Does your project have a focus on access and ongoing benefits to the community?
- Does your project provide the opportunity to offer new or extended range of opportunities for participation by local people with a disability, their families or carers?
- Does your project have an innovative focus?
- Does your project address social inclusion/engage with our diverse community?
- How does your project contribute to the achievement of the objectives outlined in our current Council Plan and/or Community Access and Inclusion Plan?
- Have you demonstrated how the project will develop and benefit the community?
- Are there any social and environmental considerations associated with any procurement of goods and services?
- Is the project primarily a self-help project?
- Have you demonstrated how there will be a clear benefit from assisting the targeted group with high needs?
- Have you demonstrated that how your project will have long term benefit and become self-reliant into the future?

Who will carry out the project? (15%)

- A clearly outlined project management team who will deliver project is in place.
- Clearly defined accountability and governance structures and delegations are in place.

How will the project be carried out? (10%)

- A clearly outlined project plan
- A clearly defined community consultation and engagement process is in place.
- Does the applicant have a demonstrated ability to achieve and demonstrate outcomes?

What partnerships do you have or have been explored (10%)

- Have partnerships with other local agencies been explored to deliver the project as part of a wider community project?
- Have all other potential funding sources have been explored?
- List any social/environmental consideration you have identified.

Timeline and Budget (15%)

- Has a timeline that estimates when key objectives and tasks will be undertaken and completed by been provided?
- Has a detailed budget that articulates all monetary and in-kind support been provided?
- If applicable, a plan for on-going alternative funding been explored.

Application Conditions

Your application

- A copy of your current Public Liability Insurance Certificate (minimum \$10 million) must be submitted as part of your application.
- A recent bank statement (less than 3 months old) for your organisation must be submitted as part of your application.
- Two quotes need to be submitted as part of your application for any individual budget items over \$1,000. Additional quotes must be submitted upon request.
- Any in-kind contribution in support of your project must be detailed in your application form.

General Conditions

- **Late applications will not be accepted.**
- Council approval (including necessary permits) must be gained for any projects being undertaken on Council owned or managed land.
- All infrastructure development design plans must meet the Australian Standards for Access (AS1428). You must also ensure that any infrastructure development would not give rise to a complaint under the *Disability Discrimination Act 1992*. It is advised that you discuss these requirements with your draughtsman/architect/designer/builder about this prior to submitting an application.
- To receive grant funds, successful applicants must enter into a Funding Agreement with Council and adhere to all conditions outlined in the agreement.
- Written confirmation from the supplier for any in-kind contribution detailed in your application must be provided to Council upon request.