

Youth Inclusion Grant 2023

Guidelines

Youth Inclusion Grant Program Guidelines 2023

Shoalhaven City Council's Youth Inclusion Grants program will deliver flexible small-scale grants to fund a range of projects that will support communities to deliver community programs and initiatives that have a positive youth development focus and give young people the opportunity to develop a range of skills. Grants need to address young people's identified needs in an innovative way and increase young people's connection, representation and belonging to the community.

The Youth Inclusion Grant Program provides small grants of between \$500 and \$2000. The program supports collaborative efforts between community groups and organisations that are based in the Shoalhaven Local Government Area to deliver local projects that support the vision of Council.

The Grants Program will:

Open: 9am Tuesday, 16 August 2022

Close: 5pm Friday, 23 September 2022

Program Aim

To break-down barriers and increase young people's (aged 12-25 years) access to and inclusion in the community, to increase the social and economic participation of young people in the Shoalhaven community and enhance wellbeing and a sense of community belonging for young people in the Shoalhaven.

Program Objectives

Eligible applications must meet one or more of the below program objectives.

To empower young people to:

- Recognise and celebrate the contribution young people make to their local community
- overcome barriers to participating in the community
- build community-based partnerships and networks
- feel a greater sense of belonging within their community
- feel empowered, as their ideas and opinions are respected, considered, and acted upon
- gain relevant training to support their participation by providing young people with knowledge and skills to strengthen their ability to participate in their local community such as developing teamwork, communication, decision-making, and leadership skills.
- feel more confident within themselves and their abilities, having expanded their knowledge and skills
- seek further opportunities to participate and stay engaged in their community.

Priority Areas

This grant program prioritises programs and initiatives that meet the Shoalhaven Youth Advisory Committees priority areas:

- Sustainability and climate change
- Activities for young people
- Sexual health and mental health support
- LGBTQI+ inclusion

Eligibility Criteria

1. Registered non-profit community group or organisation or Auspiced by a registered non-profit organisation*
2. Project provides direct benefit to, and participation by, young people aged 12-25 years in the Shoalhaven
3. Provision of a no cost to participant' event or activity**

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4. New projects; Shoalhaven City Council will consider and prioritise applications which demonstrate sustainability or longevity, without relying on long-term grant funding

**See Auspice information in Frequently Asked Questions for more details*

***Projects must be free for participants*

Who is not eligible to apply?

1. Government organisations.
2. Group or organisations applying on behalf of a government organisation.
3. Individuals, groups of individuals, for-profit commercial organisations and service clubs who intend to supplement their fund raising for a third party's projects.
4. Political parties registered or not.
5. Groups or organisations that are directly or indirectly associated with a political party, registered or not.
6. Any organisation or group which has not completed an acquittal for previous projects that have been funded by Shoalhaven City Council.

Assessment Criteria

1. How effectively project meets program aim – *To break-down barriers and increase young people's access to and inclusion in the community, to increase the social and economic participation of young people in the Shoalhaven community and enhance wellbeing and a sense of community belonging for young people in the Shoalhaven.*
2. How effectively project activities will impact on program objectives - *see page 1 of this document for program objectives. Applications must meet one or more of the stated program objectives.*
3. Project details success outcomes for participants and/or the broader community and the measurement process/es that will be used to measure these outcomes.
4. Does the project demonstrate sustainability or longevity, without relying on long-term grant funding.
5. Application provides detailed costs showing that the project is achievable and cost-effective and provides a no cost opportunity for participants.

Conditions of Grant

1. Applications should aim to limit funding requests for materials or equipment. **See Frequently Asked Questions for more information*
2. Only one grant application or one donation application from an organisation will be accepted in any one funding round.
3. Projects must be free for participants.
4. Successful grant applicants will be required to enter into a Funding Agreement issued by Shoalhaven City Council to ensure that both parties are clear about how the money will be spent and outcomes to be achieved.
5. The grant may only be used for the purpose approved by Shoalhaven City Council.
6. Organisations and Groups must seek written approval for any changes to the project for which assistance has been approved. If the project is cancelled or modified without approval, Council reserves the right to seek full reimbursement of funds.
7. Projects must not commence until the Funding Agreement has been signed. Payment cannot be made for costs incurred prior to the date that the Funding Agreement has been signed.
8. Grant funds will be paid upon receipt of a signed funding agreement, invoice, Public Liability Insurance Certificate of Currency and all other supporting documentation requested by Council.

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9. Applicants confirm they can present the following evidence if requested by Shoalhaven City Council:
- All applicants: Child Safe Policy, Covid Safe Plan
 - Registered non-profit groups/ organisations/ Auspice Organisation: Business Documentation, Public Liability Insurance, Project Approval, Financial Statements, Reports, and Evidence of Contributions.

Acquittal and Evaluation Report

Grant recipients are required to provide a Financial Acquittal to Shoalhaven City Council within 8 weeks of completion of the event/activity or by 5pm, Monday, 29 May 2023, whichever occurs first. The acquittal requires you to provide a breakdown of how the funding was spent, receipts, an evaluation of project outcomes and at least 6 photos of the event. Receipts should match the budget breakdown and add up to the grant amount received.

Organisations that do not complete their Financial Acquittal and Evaluation will not be eligible for further funding from Shoalhaven City Council. Shoalhaven City Council reserves the right to seek full reimbursement for any grant funds unspent, misallocated or not acquitted.

How to Apply

The Grants Program will:

Open: 9am Tuesday, 16 August 2022

Close: 5pm Friday, 23 September 2022

Applications received by Shoalhaven City Council after the application closing date will not be accepted.

Applications and supporting documents can be submitted online or via:

- Email: Council@shoalhaven.nsw.gov.au
- Mail: The Chief Executive Officer, Shoalhaven City Council, Community Connections Department, PO Box 42, Nowra NSW 2541.
- In-person to the front counter: Shoalhaven Administration Building, 42 Bridge Road, Nowra NSW 2541

Enquiries

For enquires or assistance relating to the Youth Inclusion Grant Program contact:

Shoalhaven City Council

Community Capacity Building Team

PO Box 42, Nowra NSW 2541

Ph: 1300 293 111

Email: Council@shoalhaven.nsw.gov.au

Have you got a question regarding the Grants Program? Check the [Frequently Asked Questions](#) before contacting the Community Capacity Building Team.