



Lifestyle and opportunity @ your doorstep

A horizontal bar composed of various colored rectangular segments in shades of pink, purple, blue, green, yellow, orange, and red.

Community Grants Guidelines

Sports Cultural Community

October 2011

ENGLISH

If you do not understand this document please come to Ryde Civic Centre, 1 Devlin Street, Ryde Monday to Friday 8.30am to 4.30pm or telephone the Telephone and Interpreting Service on 131 450 and ask an interpreter to contact the City of Ryde for you on 9952 8222.

ARABIC

إذا تعذر عليك فهم محتويات هذه الوثيقة، نرجو الحضور إلى مركز بلدية رايد Ryde Civic Centre على العنوان: Devlin Street, Ryde 1 من الاثنين إلى الجمعة بين الساعة 8.30 صباحاً والساعة 4.30 بعد الظهر، أو الاتصال بمكتب خدمات الترجمة على الرقم 131 450 لكي تطلب من أحد المترجمين الاتصال بمجلس مدينة رايد، على الرقم 9952 8222، نيابة عنك.

ARMENIAN

Եթէ այս գրութիւնը չէք հասկնար, խնդրեմ եկէք՝ Րայդ Սիվիլ Սենթըր, 1 Տելվին փողոց, Րայդ, (Ryde Civic Centre, 1 Devlin Street, Ryde) Երկուշաբթին Ուրբաթ կ.ա. ժամը 8.30 – կ.ե. ժամը 4.30, կամ հեռաձայնեցէք Հեռաձայնի եւ Թարգմանութեան Սպասարկութեան՝ 131 450, եւ խնդրեցէք որ թարգմանիչ մը Րայդ Քաղաքապետարանին հետ կապ հաստատէ ձեզի համար, հեռաձայնելով՝ 9952 8222 թիվին:

CHINESE

如果您看不懂本文，請在周一至周五上午 8 時 30 分至下午 4 時 30 分前往 Ryde 市政中心詢問 (Ryde Civic Centre, 地址: 1 Devlin Street, Ryde)。你也可以打電話至電話傳譯服務中心，電話號碼是: 131 450。接通後你可以要求一位傳譯員為你打如下電話和 Ryde 市政廳聯繫，電話是: 9952 8222。

FARSI

اگر این مدرک را نمی فهمید لطفاً از 8.30 صبح تا 4.30 بعد از ظهر دوشنبه تا جمعه به مرکز شهرداری رايد، Ryde Civic Centre, 1 Devlin Street, Ryde مراجعه کنید یا به سرویس مترجم تلفنی، شماره 131 450 تلفن بنزید و از یک مترجم بخواهید که از طرف شما با شهرداری رايد، شماره 9952 8222 تلفن بنزد.

ITALIAN

Se non capite il presente documento, siete pregati di rivolgervi al Ryde Civic Centre al n. 1 di Devlin Street, Ryde, dalle 8.30 alle 16.30, dal lunedì al venerdì; oppure potete chiamare il Telephone Translating and Interpreting Service al 131 450 e chiedere all'interprete di contattare a vostro nome il Municipio di Ryde presso il 9952 8222.

KOREAN

이 문서가 무슨 의미인지 모르실 경우에는 1 Devlin Street, Ryde 에 있는 Ryde Civic Centre 로 오시거나 (월 – 금, 오전 8:30 – 오후 4:30), 전화 131 450 번으로 전화 통역 서비스에 연락하셔서 통역사에게 여러분 대신 Ryde 시청에 전화 9952 8222 번으로 연락을 부탁드립니다.

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Further information

For further information please contact 9952 8222 or visit Council website on www.ryde.nsw.gov.au

Information sessions

To assist applicants in the application process two information sessions will be held on -

Tuesday October 18 2011

1st Session 10.00am - 12.00pm & 2nd Session 6.00pm - 8.00pm

In the Walumetta room at Ryde Library - 1 Pope Street, Ryde NSW 2112 (cnr Pope and Devlin Streets, within Top Ryde City Shopping Centre).

Closing Date

November 11 2011

Checklist

Have You:

- Read the Community Grants Program Guidelines
- Completed ALL sections of the application form

Attached Copies of:

- Certificate of Incorporation
 - Current Public Liability Insurance Certificate
 - Latest Annual Financial Statements
 - Letter from Auspice organisation (if applicable)
 - Kept a copy of this paperwork for your records?
-

Submitting your application:

You can submit your application through any of the options below:

Email: cityofryde@ryde.nsw.gov.au

Deliver to:

Customer Service Centre

Civic Centre

1 Devlin St Ryde

Note: Please ensure you deliver your application to a Customer Service officer and receive a receipt as a proof of lodgement.

Post:

Locked Bag 2069 North Ryde NSW 1670

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	Guidelines
Introduction	<p>These guidelines have been developed to assist organisations and groups to apply for funding from CoR under the categories listed on page 7.</p> <p>Applicants will need to choose the specific grant category into which their project fits. The requirements of each Grant Category are listed under the heading Specific Categories Guidelines on page 7 of this document.</p>
Eligibility	<p>To be eligible for funding, an organisation must:</p> <ul style="list-style-type: none"> • Be not-for-profit • Be Incorporated or have evidence of auspice from an incorporated organisation • Be located within City of Ryde or principally service Ryde residents • Be open to the general public and not discriminatory • Have acquitted any previous City of Ryde funding received.
Sports Grants	<ul style="list-style-type: none"> • Please note only sporting organisations are eligible to apply for a sports grant.
Ineligibility	<p>The CoR does not provide grants for:</p> <ul style="list-style-type: none"> • Projects that duplicate existing services or programs • Projects that do not meet the identified priority needs of the City of Ryde • Projects that directly contravene existing Council policy
Assessment Criteria	<p>To meet the Assessment Criteria your application must:</p> <ul style="list-style-type: none"> • Provide information and evidence that your project is clearly addressing an identified community need and make reference to the document which talks about this need, i.e. Ryde 2021 Community Strategic Plan, Parks on Track for People 2025, Arts Development Framework 2007 and the NSW Department of Sport and Recreation (www.dsr.nsw.gov.au).

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Assessment Criteria

- Highlight how your project is creating opportunities for skill/knowledge and resource development in the community or for a specific group within the community.
- Where possible and/or relevant, provide evidence of co-operation and partnership to maximise the use of existing community resources and avoid duplication.
- Demonstrate creativity and propose innovative and/or best practice approaches to project development and delivery.
- Provide clear costings for all aspects of the project; demonstrate cost effectiveness and discuss how the project will be sustained beyond Council's grant.
- Provide information on the experience of your organisation to deliver projects and examples of successful projects or funding that your organisation has delivered.

Assessment and Selection Process

- All applications will be assessed and prioritised by a panel composed of a multidisciplinary team of Council staff
- All applications will be assessed against the selection criteria
- The panel will recommend a list of projects to Council for funding
- Council will make the final decision on successful projects
- All applicants will be advised of the outcomes of the Program by the end of March 2012.

Successful Projects

Projects selected for funding will be offered a grant for the specific purpose detailed in the application. Special considerations may be attached to the grant offer and the amount of financial assistance offered may vary from that requested. If CoR decides to offer less funding than was requested, you may be asked to revise and resubmit the

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Successful Projects

budget and project outline to determine whether or not the project can be successfully completed with the proposed funding allocation.

If your application is successful you will be asked to:

- Sign a funding agreement accepting responsibility for the delivery of the project
- Attend a cheque presentation to receive approved funds.
- Acknowledge Council's support wherever practicable. The sentence "This project has been supported by the City of Ryde's Community Grants program" should be placed on all promotional material, flyers, posters, brochures, newsletters, Annual Reports and any other printed material.
- Acquit the funding received and the proposed outcomes of the funded project within **prescribed timeframes**.
- Provide CoR with an Australian Business Number (ABN).
- Any group that experiences difficulty with implementing and acquitting their project should contact Council for assistance as soon as difficulties are identified.

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Specific Annual Grant Categories

Please choose **one** of the categories below which best suits your project and complete the Application Form.

If you are applying for more than one project please complete a separate form for each project.

Grant Categories	Objective	Annual Priorities 2011-2012	Frequency	Available funding
Sports	Applications in this category aim to develop sports and will be initiatives that enhance existing activities to support sustainable, community orientated, specific local projects that increase the opportunity for participation in sports, recreation and physical activity.	Applications in the Sports category will need to address at least one of the 4 identified priority areas listed below.	Annual	Maximum of \$3500
Community	Applications in this category may be new or existing initiatives which improve community well-being and address identified need.	In addition to meeting the Selection Criteria projects in this category will need to address at least one of the 4 identified priority areas listed below.	Annual	Maximum of \$3500
Cultural	Applications in this category may be initiatives that contribute to a vibrant cultural life in Ryde and strengthen community identity and enhance access to and participation in creative expression.	In addition to meeting the Selection Criteria projects in this category will need to address at least one of the 4 identified priority areas listed below.	Annual	Maximum of \$3500

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Priority Areas	After selecting a Grant Category (Sports, Cultural or Community) please nominate which of the 4 Priority Areas your project addresses and complete the Application Form.
Grant category	Sports
Priority Areas	<ol style="list-style-type: none"> 1. Access - Facilitation of long-term change that will benefit people facing barriers to participation in sport, recreation and structured physical activity within the City of Ryde. 2. Volunteer Education/Development - Develop the skills of volunteers and the capacity of community organisations that provide sport and recreation services to enable sport, recreation and physical activity programs to be conducted across the City of Ryde. 3. Capacity Building - Build the capacity of relevant community organisations to enhance their provision of sport and recreation services. 4. Participation – Participation in sport and recreation is linked to numerous beneficial health and social outcomes.
Grant category	Community
Priority Areas	<ol style="list-style-type: none"> 1. Engaging with Culturally and Linguistically Diverse (CALD) Communities- Projects that use community development strategies to engage with CALD communities to increase access to community organisations, services and activities. Projects may include activities to access services, information sessions, and workshops on working with diverse communities. 2. Supporting and connecting with neighbours and fellow residents- Projects that connect and support neighbours and residents through shared activities and events. Projects may include activities in local parks for neighbours to meet and share their experiences and common interests.

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- 3. Lifelong learning-** Projects that focus on learning and training for people at different stages in life. Projects may include computer classes, using the internet, social networking etc.. for the elderly or socially isolated.
- 4. Health and Well being-** Projects that facilitate the health and well being of the community. Projects may include walking groups for active aged, or projects that promote and skill people around physical and mental health, parenting, early childhood development etc.

Grant category	Cultural
Priority Areas	<ol style="list-style-type: none">1. Community arts - Projects that use accessible arts and cultural practice as a method of promoting personal growth, social connectivity and community well being.2. Creative and artistic expression - Projects that use accessible arts and cultural practice in a way that provides opportunities for individuals and communities to develop creative skills and showcase talents.3. Migration heritage - Projects that celebrate the migration and settlement of diverse communities, and contribute to the City's identity. Projects may include performances, exhibitions, and small temporal or permanent public art works.4. Telling local stories - Projects that celebrate personal or community stories, and contribute to the City's identity. Projects may include performances, exhibitions, and small temporal or permanent public art works.