# MURRA WARRA WIND FARM SUSTAINABLE COMMUNITY GRANTS FUND APPLICATION GUIDELINES

The Murra Warra Wind Farm is proud to provide the Annual Sustainable Community Grants Fund to provide financial support to promote social and environmental sustainability initiatives for the benefit of the communities within the Horsham Rural City, Hindmarsh and Yarriambiack Shire Council’s.

**Aims of the fund**:

* To provide the opportunity for community groups and organisations to develop innovative and sustainable environmental projects
* To provide the opportunity for improved health and education across the community by developing long term partnerships and cohesive community projects
* To strengthen community connections and social wellbeing in developing projects focusing on long term sustainability
* To develop projects that enhance and encourage healthy and active communities
* To develop projects which enhance cultural diversity, creative community activities and projects

# 2024 GRANT APPLICATION KEY DATES

# Applications Open: Wednesday 3 April 2024 Applications Close: Wednesday 15 May 2024

# How to apply?

## Three easy steps:

1. Follow the fund guidelines to review the requirements for your grant application and eligibility for funding. For further information or to discuss your application prior to submitting, contact Georgia Bennett at Wimmera Southern Mallee Development, georgia.bennett@wda.org.au.
2. Complete an online (preferred) application form via [this link](https://sprw.io/stt-2CnWiU2GgfLTrpP5BoNVuR) or request a hard copy application form from Wimmera Southern Mallee Development via email info@wda.org.au.
3. Return completed form (if not completed online) to WSMD via email (info@wda.org.au) or mail to:

Wimmera Southern Mallee Development

Murra Warra Wind Farm Community Grants Level 1, Building C, 289 Baillie St,

Horsham, Victoria, 3400

# When can I apply for funds?

MWWF Sustainable Community Grants Fund is open to receive applications once per financial year for a period of **six weeks.**

This year’s application period opens on **Wednesday 3 April 2024** and closes on **Wednesday 15 May 2024.**

**Late applications will not be accepted.**

# How much funding is available?

The total funds available is **in excess of $100,000** shared across three municipalities annually.

### There are two ways you can apply for a grant under this program:

1. **Small Grants**

Applications up to **$5,000.00** are invited, as a one-off grant for projects that do not require matching dollar for dollar funding contributions.

1. **Large Grants**

Applicants up to **$20,000.00** are invited, dependent on the individual request (project) and available funding at the time.

For funding requests above $5,000, it is expected the applicant will provide matching funds on a **1:2 ratio**.

Matching contributions can be from the community group and/or from another **confirmed** grant or source. In-kind support, as part of the applicant’s contribution **will not be considered**.

### Example 1:

Funding application amount: **$20,000**

No matching funds required for first: $5,000

Matching funds required for: $15,000

Amount of matching funds required from applicant to qualify for $20,000 grant: **$7,500**

### Example 2:

Funding application amount: **$10,000**

No matching funds required for first: $5,000

Matching funds required for: $5,000

Amount of matching funds required from applicant to qualify for $10,000 grant: **$2,500**

A project completion report confirming the final project budget matched to the initial project budget will be required at the completion of the project.

*Note: Grant allocations are often conditional on groups receiving funding from other sources. Funding partnerships should be discussed with WDA before submitting applications. For unconfirmed grant monies from external parties being part of full project costs, this program’s contribution, if successful, will be conditional upon* ***confirmation*** *of those funds.*

**Multiple applications from the same organisation within the same funding round will not be accepted.**

# Will I need to provide anything else?

**Quotes** required as part of your applications supporting documents:

* One quote for all goods/services valued in between $1,000 - $2,499
* Two quotes for all goods/services valued in excess of $2,500

**Letter of support** required as part of your applications supporting documents:

* from your group/organisation (compulsory for large grants, optional for small grants)
* from supporting partner/s (compulsory for large grants, optional for small grants)

**Written approval** required if your group/organisation uses a facility controlled by a Committee of Management and the project will impact the facility.

**Most recent Bank Statement** to demonstrate financial viability and competence.

**Annual Financial Statement** large grants only.

**Copy of Public Liability Insurance** if applicable.

Once your application is submitted, you may be contacted by WDA for additional information.

Do not include original documents with your application, copies will be sufficient unless otherwise specified.

# What happens once my application is submitted?

* A notification email will be sent acknowledging your application within 14 days of receipt.
* Applications are assessed for eligibility.
* Applications that don’t meet the eligibility criteria will be notified as soon as practicable.
* Assessment Committee will meet at the end of the application period to assess applications against the fund’s selection criteria.

The Assessment Committee is made up of six people represented by the following:

* 1. The Chair - an employee of Wimmera Southern Mallee Development.
	2. One officer from Horsham Rural City Council
	3. One officer from Yarriambiack Shire Council
	4. One member of the public who resides within Horsham local Government area.
	5. One member of the public who resides within the Yarriambiack local government area.
	6. One landholder within the Murra Warra Wind Farm footprint

# If you are successful

You will receive an email indicating your application has been successful shortly after the Assessment Committee have made their final decision. On acceptance of your grant and agreement to the terms and conditions, the grant will be paid and a presentation ceremony will be held before the end of July 2023.

**Timeframe:** All projects are to be completed and acquitted by **30 June 2024**. If for unforeseen circumstances there is a problem with completion, notification to the Wimmera Southern Mallee Development is required.

# If you are unsuccessful

You will receive an email indicating your application was not successful. If you wish to receive feedback on your application, you can contact the Wimmera Southern Mallee Development.

# Acquittal Process

1. **Successful applicants** will be required to enter into a written agreement with WSMD on behalf of MWWF to receive funding. This Agreement will provide details of when the acquittal process, including a full project report, must be completed.
2. **Successful applicants** will be required to complete and acquit their activity within the date stipulated in the funding agreement. If the activity is not going to be completed within the prescribed timeframe an extension must be requested in writing prior to the original expiration date. Payment arrangements will be negotiated depending on the size of the project and level of investment.
3. Offer of a grant in no way implies any ongoing funding commitment or obligation by MWWF. Any assets funded through this grant program become the responsibility of the applicant.
4. Any variations to the original submission must be approved in writing by WSMD.
5. The activity must incur the full expenditure as outlined in the application budget to guarantee full funding of the agreed amount. If the project budget falls short of this amount, MWWF via WSMD reserves the right to make a pro-rata payment only.

# General Information

1. MWWF must be acknowledged in any promotional material in relation to your project or activity.
2. Late applications will not be accepted.
3. Councils cannot receive project funding.
4. The program will not fund the repair and maintenance of Local Government Assets or projects that are the responsibility of local, state or federal governments.
5. The program will not fund projects that seek funding for religious assets.
6. Representatives on the Assessment Committee are not to be lobbied by applicants.
7. Applicants will be required to comply with GST legislation.
8. Applicants will be required to comply with OH & S legislation.
9. No activity will be funded retrospectively. Any activity or project that has commenced or is already completed will not be eligible for financial support.
10. Applications can be completed online (preferred) via <https://sprw.io/stt-2CnWiU2GgfLTrpP5BoNVuR>. They can also be emailed to info@wsm.org.au or submitted by post to Wimmera Southern Mallee Development, Level 1, Building C, 289 Baillie St, Horsham, Victoria, 3400.
11. Late applications WILL NOT be accepted.
12. If terms & conditions are not adhered to, grant funds can be withdrawn.

# Eligibility criteria:

To be eligible to apply, the group/organisations must demonstrate:

* The group/organisation is based within the municipalities of Horsham Rural City Council, Hindmarsh and Yarriambiack Shire Councils. Priority will be given to projects within a 55km radius of the Murra Warra Wind Farm site.



* That the group/organisation is a not-for-profit entity.
* That the project will directly benefit the local community.
* That the project will be completed and acquitted within the date stipulated in the funding agreement.
* Financial viability and competence (evidence via bank statement and annual financial statement (large grants only) required)).
* That the project is a relevant within the selection criteria.

# Examples of applications that are considered *ineligible* for funding include:

* Projects that repair and maintain Local Government Assets or projects that are the responsibility of local, state or federal governments.
* Projects that repair, maintain, or enhance religious assets.
* Requests for retrospective funding (if a project has commenced it is deemed retrospective).
* Recurrent operating costs.
* Salary subsidy / event management.
* Routine/cyclical maintenance funding.
* Applications to purchase alcohol.
* Sponsorship.
* Individuals applying for themselves.

# Selection Criteria

As the Murra Warra Wind Farm Sustainable Community Grants Program has a competitive application process, the program will receive more funding applications than it can support.

Applications that best meet the following selection criteria will have the greatest chance of success.

# What projects will be supported?

|  |  |  |
| --- | --- | --- |
| Project Categories | Examples of projects | Weighting for assessment |
| Sustainable environmental projects | * To provide the opportunity for community groups and organisations to develop innovative and sustainable environmental projects
 | 40% |
| Education and Training | * To provide the opportunity for improved health and education across the community by developing long term partnerships and cohesive community projects
 | 20% |
| Social, Health and wellbeing | * To strengthen community connections and social wellbeing in developing projects focusing on long term sustainability
 | 20% |
| Sport and Recreational | * To develop projects that enhance and encourage healthy and active communities
 | 10% |
| Cultural Diversity and Arts | * To develop projects which enhance cultural diversity, creative community activities and projects
 | 10% |

**TO APPLY PLEASE FOLLOW THIS LINK:** <https://sprw.io/stt-2CnWiU2GgfLTrpP5BoNVuR>

Further information contact; Georgia Bennett

### Wimmera Southern Mallee Development

info@wda.org.au