

COMMUNITY ASSISTANCE PROGRAM 2018-19 PLANNED COMPONENT

FREQUENTLY ASKED QUESTIONS

How much money can we apply for?

Any amount up to a maximum of \$1,200 can be provided through the Community Assistance Program. You don't need to apply for the maximum amount – it's best to apply for the amount needed to make your project happen.

What are Access & Equity principles?

Social justice in the community is when everyone has equal access to wealth, opportunities and privileges. CAP Projects should incorporate the principles of social justice:

- **Equity** – there should be fairness in the distribution of resources, particularly for those in need. Care should be taken to involve and protect the interests of people in vulnerable circumstances. The equity implications of proposed activities include the impact on community well-being as well as who pays and who benefits.
- **Access** – all people should have fair access to economic resources, services and rights essential to improving their quality of life. All residents should be able to get to and use public facilities and services regardless of their social and economic circumstances.
- **Participation** – all people should have maximum opportunity to genuinely participate in decisions which affect their lives.
- **Rights** – to achieve equality of rights and avoid discrimination, opportunities for participation should accommodate linguistic, cultural and religious diversity.

Can we charge a fee for people to participate?

As per the Access & Equity principles discussed above, projects should provide equitable access to participation. Participation fees can be a barrier to participation for vulnerable community members.

If you want to charge a participation fee, you should provide information in your application form on how you are ensuring that fees are not a barrier for participation. For example, a gold coin donation for participation could be used for cost recovery without strictly imposing an attendance cost.

If your funding body requires you to charge fees, you might have measures in place to support disadvantaged community members to attend. In this case, you should also consider that the Assessment Criteria note that Community Assistance Program funding should not be used to achieve the core responsibilities of an existing Government funded program.

Why do we need to collaborate?

Collaboration with the community builds ownership within the community and empowers community members to participate fully in their local community. It allows your project to meet the unique needs of the local people in your community. Collaboration is encouraged to provide improved opportunities for the residents of Penrith City.

Collaboration with other community groups and local businesses improves awareness of available services, builds new networks and gives access to wider range of resources. It also allows resources to be used more cohesively and efficiently to achieve mutual aims. Collaboration is encouraged so that your group can benefit from these advantages in the long-term.

Community Assistance Program funding is for one-off activities – can we apply for funding to run a series of activities?

Yes. The 'one-off' description is to explain that the funding is not recurring – your group should be able to keep running without ongoing support from Community Assistance Program funding. This means that you can use Community Assistance Program funding to run several sessions. Examples include every week for a term or several days in a row.

We received Community Assistance Program funding last year – can we apply again this year?

Yes. Community Assistance Program funding aims to assist local community groups to develop activities that benefit Penrith City residents. If your group has a successful project one year, that doesn't mean you can't have new ideas for projects the following year.

Can we put in more than one application this year?

Yes. Community Assistance Program funding aims to assist local community groups to develop activities that benefit Penrith City residents. If your group has more than one idea for projects, you can put in separate applications that will be assessed separately.

If we have other resources to contribute to the project, will that give us higher or lower priority for funding?

Groups often source other support for their project. This could include in-kind contributions such as your volunteers' time or use of your own venue. It might also include sponsorship from local businesses. Efforts to source contributions such as these shows your group's commitment to your project, and can be necessary for some projects to be viable.

Community Assistance Program funding is not prioritised based on whether your group can match the funding dollar-for-dollar. Community Assistance Program funding is prioritised to meet priority social needs where other alternative resources are not available.

Can we use Community Assistance Program funding for venue hire?

If venue hire is needed for your project, you can include it as part of your application. However, it is important to note that the one-off nature of the funding means that your group cannot rely on this funding to cover venue hire costs in the future.

Whose bank account / ABN / GST details should we provide under Payment Details?

Provide the details of the group or organisation who will be managing the funds.

Why does the application form have different questions this year?

We hope that the new questions make it easier for you to complete the application form. The questions aim to make it easier for you to tell us about the difference your project will make to the community. In addition, the SmartyGrants system has recently updated some program features and this has resulted in some changes to questions.

We can't apply online. Can we still apply?

Yes, you can collect a printed copy from Council's Civic Centre front desk. Or you can call us to ask for a form to be posted to you - contact Celia Bishop on (02) 4732 7838. You can return the completed application form by mail or in-person to the Civic Centre front desk. Just make sure we receive your application before the closing date.

When will we find out if we are successful?

You will be notified of the outcome of your application in November.

We have another question – what can we do?

If you need additional information, you can call Celia Bishop on (02) 4732 7838 or email Casey Holtom on casey.holtom@penrith.city