

COMMUNITY ASSISTANCE PROGRAM 2019-20 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.

When will we find out if we are successful? When will we receive the funds? When can we run our project?

You will be notified of the outcome of your application by early September 2019, with recipients invited to attend a presentation event in September. Funding for successful applications will be received by the end of September. You can commence your project any time after you have been notified that you have been successful.

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 projects – sourcing other support for your project is encouraged. 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, or investigating and applying for other grant programs. Efforts to source other contributions show your group's commitment to your project, can help make projects achievable and improve project outcomes.

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 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.

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 a wider range of resources. It also allows resources to be used more efficiently and cooperatively to achieve mutual aims. Collaboration is encouraged so that your group can benefit from these advantages in the long-term.

What is an Auspice Organisation? Do we need an Auspice Organisation?

An Auspice Organisation is an organisation that provides support and guidance to another smaller organisation or group. An Auspice Organisation might support your community group by helping you with your grant application, assisting with insurance cover for activities, or managing the grant funds on your group's behalf.

If your group is not an incorporated non-profit organisation, you will need to partner with an Auspice Organisation. Incorporated non-profit organisations have an adopted constitution that sets out how they will manage funds, as well as record and report spending, to ensure that funds are used appropriately and not used for profit.

To receive grant funds, your group will need to have a bank account and public liability insurance – an Auspice Organisation may be able to help you with these aspects, whilst also offering local experience, networks and resources to support your project.

If you have a great idea for a community project but don't have an Auspice Organisation yet, contact us so we can help you (see contact details below). You might know a local community service organisation that you can ask to auspice your project, or we can help put you in touch with local services. Many local community service organisations are keen to work with local residents to deliver projects that make a difference in the local area.

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.

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. It's important to consider and protect the interests of people in vulnerable circumstances. The equity impacts of any 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 could put 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.

What are the priority social needs of Penrith City residents?

Social issues and needs are those which affect a large number of people in the community, and can often be supported by community projects, programs and infrastructure that aim to provide opportunities for people to improve their quality of life. Examples of social needs include access to:

- Secure, affordable housing to address homelessness and housing stress
- Opportunities that support childhood wellbeing and healthy development, to address issues like low levels of literacy or emotional development
- Opportunities and infrastructure that support healthy and active lifestyles, to address health and wellbeing issues like increased rates of obesity or mental health issues
- Education and employment opportunities for vulnerable groups, to break cycles of disadvantage
- Opportunities to build social connections and support networks, to address social isolation and improve community participation
- Domestic and family violence support and prevention
- Opportunities for local participation to build community strength, pride and connection

Social needs are often identified by trends or increased rates of occurrence in an area, with demographic data being an important tool to look at social needs. The [Penrith Community Profile](#), available on the Penrith City Council website, is a comprehensive source of demographic, social, health and sustainability data specifically related to the City of Penrith and its suburbs. The Penrith Profile.id website (profile.id.com.au/penrith) is also a good source of demographic data for the Penrith City community.

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

Yes, you can arrange to collect a printed copy from Council's Civic Centre, or for a form to be posted to you. 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.

We have another question – what can we do?

Get in touch by email or phone so we can help you and provide more information.

For more information, contact Casey on (02) 4732 8532 or casey.holtom@penrith.city