

12.2 Vic Park Funding Program - Community, Art, Sport and Sport Equipment Grants (July)

Location	Town-wide
Reporting officer	Community Development Officer – Grants, Donations and Administration
Responsible officer	Chief Community Planner
Voting requirement	Simple majority
Attachments	1. Attachment One - Art Grants – R1 - 2023-24 2. Attachment Two – Community Grants - R1– 2023-24 3. Attachment Three – Sport Grants – R1 – 2023-24 4. Attachment Four – Sport Equipment Grants – R1 – 2023-24

Recommendation

That Council endorses the following Arts, Community, Sport and Sports Equipment grant applications.

1. Arts grants:
 - a) Djinda Boodja of Abmusic Aboriginal Corporation - \$5,000.00
 - b) Victoria Park Community Centre - \$5,000.00
 - c) Gok-Lim Finch - \$4,904.00
 - d) Vic Park Pride Incorporated - \$5,000.00
2. Community grants:
 - a) Old Burswood Neighbourhood Watch - \$3,879.30
 - b) Vic Park Pride Incorporated – Pride Month Celebrations - \$4,665.00
 - c) Reach Her Inc. Workshop and Events for Women - \$10,000.00
 - d) Lathlain Primary School Parents and Citizens Association - \$5,100.00 and \$780.00 (In-Kind)
 - e) EmpowHER WA Incorporated - \$3,377.90
 - f) Burswood Peninsula Neighbourhood Watch Group - \$6,448.20
 - g) The Vic Park Collective - \$5,935.50
 - h) Western Australian Seabird Rescue - \$4,441.00
 - i) Dave Lindner and Narelle Douglas - \$4,800.00
 - j) Friends of Jirdarup Bushland - \$6,600.00
 - k) The Haven Centre Incorporated - \$6,495.00
 - l) Carlisle Victoria Park Toy Library - \$7,478.10
3. Sports grants:
 - a) Perth Basketball Association - \$1,360.00
 - b) Perth Cricket Club - \$8,000.00
 - c) West Australian Marathon Club - \$2,000.00
4. Sports grant recommended to be transferred to Sport Equipment grant:
 - a) Victoria Park Xavier Hockey Club - \$1,072.50
5. Sport Equipment grants:

- a) Swordfish Fencing Club - \$1,500.00
 - b) West Australian Marathon Club - \$1,447.50
 - c) Perth Cricket Club - \$2,000.00
 - d) Curtin Victoria Park Cricket Club - \$2,000.00
6. In accordance with section 9.49A(4) of the Local Government Act 1995, Council authorise the following officer(s) to sign the corresponding documents in alignment with Category Two documents in Policy 009 – Execution of Documents:
- (a) Art, Community, Sport and Sport Equipment Letter of Agreements – Manager Community
 - (b) Place Grants – Manager Place Planning.

Purpose

To provide Council with oversight of the Town's Art, Community, Sport, and Sport Equipment grant applications and assessments, with recommendations for Council endorsement.

In brief

- The Town's Vic Park Funding Program increases opportunities for local collaboration and partnership between the Town and community to deliver the Town's strategic objectives as per the Strategic Community Plan and address local needs. The Funding has a total grant budget of \$140,000 comprising:
 - Arts grants \$30,000
 - Community grants \$70,000
 - Sports and Sports Equipment grants \$40,000
- The Vic Park Funding Program for Art, Community, Sport and Sport Equipment opened 21 April and closed 26 May 2023. The funding program opened prior to adoption of the 2023-24 budget based on previous feedback from applicants to provide sufficient time to plan events and activities in the spring and summer months.
- The Town received a total of 31 applications requesting a total of \$185,047.34 (cash) and \$4,540.00 (in-kind assistance):
 - Fifteen community grants - \$99,806.69 and \$4,540.00 (In-Kind)
 - Eight art grants - \$34,680.65
 - Four sports grants - \$17,650.00
 - Four sport equipment grants - \$32,910.00
- A review of applications by the Town's Community Funding Panels concluded 24 applications sufficiently met the criteria and are recommended for Council endorsement, comprising a total funding request of \$108,504.00 and \$780.00 (In-Kind):
 - Twelve Community Grants totaling \$69,220.00 and \$780.00 (In-Kind)
 - Four Art Grants totaling \$19,904.00
 - Three Sports Grants totaling \$11,360.00
 - Four Sport Equipment Grants totaling \$6,947.50

- One Sport Grant totaling \$1,072.50 recommended to be transferred to Sport Equipment Grants.
- Remaining funds from the first round, should Council endorse the proposed recommendations, would be advertised in a second funding round later in the year.

Background

1. The Town acknowledges the significant role it plays in supporting the community through the provision of funding opportunities and the impact these opportunities can have within the community.
2. The Town's Policy 114 Community Funding aims to ensure the success and prosperity of the Town's community while ensuring transparency of funding decisions and accountability of those parties receiving funding.
3. The community grants programs aim to increase the capacity of community groups, businesses, clubs and organisations within the Town of Victoria Park, to implement projects, activities, and programs that enhance and promote community wellbeing, aligned to the Town's Strategic Community Plan.
4. In making a recommendation to Council the Community Funding Assessment Panel provides the following information to ensure Council can make informed and transparent decisions:
 - a) Details of all applications including title, project scope, amount of assistance applied for (ex GST), evaluation, and score.
 - b) The information provided is inclusive of successful and unsuccessful applications.
5. To ensure that the Community Funding Assessment Panel continues to be fit for purpose and remains meaningfully engaged, membership for the panel positions were recruited via expression of interest and direct approach to ensure appropriate skills, knowledge and experience could be applied to the assessment process.

Strategic alignment

Civic Leadership	
Community priority	Intended public value outcome or impact
CL3 – Accountability and good governance	Funds are managed with full, accurate and timely disclosure of financial information relating to the Council. Town grant funds are maximised by seeking the greatest possible benefit to the community within the available monetary resources.

Economic	
Community priority	Intended public value outcome or impact
EC2 – Connecting businesses and people to our local activity centres through place planning and activation.	To connect businesses, community groups, and residents to gain a strong sense of place by activating public spaces and local activity centres to gain an inclusive, engaged and empowered community.

Environment	
Community priority	Intended public value outcome or impact

EN1 – Protecting and enhancing the natural environment.	Protect and enhance the natural environment by environmental sustainability, conserve and support the creation of more green space and shaded areas in the Town.
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Social	
Community priority	Intended public value outcome or impact
S3 – Facilitating an inclusive community that celebrates diversity.	Funds used for organisations to facilitate an inclusive community through local celebrations including food markets, local performances from culturally diverse artists, multicultural art exhibitions, sporting events and storytelling.
S4 – Improving access to arts, history, culture and education.	To support local organisations and individuals to deliver services and initiatives that encourage awareness of arts, history, culture and education.

Engagement

Internal engagement	
Stakeholder - Assessment Panels	Art Funding Assessment Panel Community Funding Assessment Panel Sport and Sports Equipment Funding Assessment Panel
Engagement	Consultation and management of grant administration Consultation and Panel evaluation

External engagement	
Stakeholders	All community
Period of engagement	Art, Community, Sport and Sport Equipment Grants open for applications - 21 April 2023 to 26 May 2023
Level of engagement	1. Inform
Methods of engagement	Town's website Town's social media platforms – Facebook and Town's e-newsletters Direct email Grant workshops Grant drop-in sessions
Advertising	Town's website Town's social media platforms – Facebook and Town's e-newsletters Digital Marketing Direct email

Submission summary	<p>Eight art grants submissions received</p> <p>Fifteen community grants submissions received</p> <p>Four sport grants submissions received</p> <p>Four sport equipment grants submissions received</p>
Key findings	<p><u>Art grant program:</u></p> <p>4 Submissions are recommended for Council endorsement</p> <p>4 Submissions are not recommended for Council endorsement</p> <p><u>Community grant program:</u></p> <p>12 Submissions are recommended for Council endorsement</p> <p>3 Submissions are not recommended for Council endorsement</p> <p><u>Sport grant program:</u></p> <p>3 Submissions are recommended for Council endorsement</p> <p>1 Submission is recommended as a Sport Equipment grant not a Sport grant</p> <p><u>Sport equipment grant program:</u></p> <p>4 Submissions are recommended for Council endorsement</p>

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Loss of funds if successful programs/events are cancelled or do not deliver on intended purpose.	Moderate	Likely	High	Low	TREAT – Acquittal process to be well organised and monitored.
	Conditions are put on letter of agreement regarding date of expenditure	Moderate	Likely	Medium	Low	TREAT – Letter of agreement states date of expenditure and monitored.
	Event bookings, permits and forms not approved	Moderate	Likely	Medium	Low	Event Management advice and coordination process explained and monitored.

Environmental	Not applicable					
Health and safety	Not applicable					
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	Not applicable					
Reputation	Negative public perception towards the Town should applications not be funded.	Minor	Possible	Medium	Low	TREAT - Transparent application and approval process with rationale and feedback to unsuccessful applicants.
Service delivery	Not applicable				Medium	

Financial implications

Current budget impact	<p>The following amounts were approved in 2023-24 budget to enable Council to address report recommendations:</p> <ul style="list-style-type: none"> • Community grants - \$70,000 • Art grants - \$30,000 • Sport grants - \$20,000 • Sport equipment grants - \$20,000
Future budget impact	Not applicable – allocated funds will be expended in the 2023/24 budget.

Analysis

- The Art, Community, Sport and Sport Equipment Grants were promoted across various platforms to reach target audiences.
 - The Town provided drop-in sessions with the Grants Officer and Arts Officer for people thinking about applying for a grant. It was an opportunity for them to talk about their project and see if it was suitable for funding. There was no need to make an appointment, they could just turn up at the advertised allocated times and speak to an Officer.
 - The drop-in sessions for art grants were held on the following dates, 10th May, 16th May, 18th May and 23rd May 2023. Five people attended the drop-in sessions.
 - The drop-in sessions for community, sport and sport equipment grants were held on 3 May, 10 May, 12 May, 17 May, 19 May and 22 May 2023. Six people attended the drop-in sessions.

7. The Town delivered two Success Series free grant writing workshops to the community on 10 May and 17 May 2023. The workshops provided the community with information on the following:
8. Workshop One - Introduction to Grants and Project Planning for Success:
 - An introduction to grants, including what a grant is and where you can find them.
 - Identifying and planning your project
 - An explanation of eligibility/assessment criteria and grant guidelines
9. Attendance – 10 people
10. Workshop Two - Key areas to address in every grant application:
 - An explanation of the grant writing approach; what are assessors looking for and how do you give them what they need?
 - Grant program objectives and how to show how you will meet them.
 - Outcomes and outputs – How to identify and measure them and why you should.
11. Attendance – 12 people
12. Arts Grants
13. The Town's Arts Grant Funding Assessment Panel consisted of the following Town officers:
 - a) Acting Manager Community
 - b) Arts Development Officer and Youth Programs Officer
 - c) Arts Development Officer
 - d) Place Leader (Economic Development)
14. Applications were assessed individually and then received at a formal panel meeting by the Town's Art Grants panel members in line with Policy 114 Community Funding and the criteria outlined for the Vic Park Funding Program.
15. The Town's initial assessment questions are as follows:
 - a) Eligibility
 - b) Applicant details (organisation, auspice arrangements etc.)
 - c) Project details (brief description, risks, locations, dates etc.)
 - d) Assessment criteria questions
16. The Town's assessment criteria questions are as follows:

Arts assessment criteria	Weighting per question per panel member
Question 1: Describe how your project/activity provides a quality arts and cultural experience for the Vic Park community?	Weighting 40% <ul style="list-style-type: none"> • Five points per panel member • Total 20 points available
Question 2: How will your initiative foster collaboration and active participation of local people (residents, workers, business owners, local creative community and/or community groups etc.)?	Weighting 25% <ul style="list-style-type: none"> • Five points per panel member • Total 20 points available

Question 3: How does the project align with the Town's Strategic Community Plan 2022-32 objectives, Values, Vision and Mission? (Refer to the Town of Victoria Park Strategic Community Plan)?	Weighting 25% <ul style="list-style-type: none"> • Five points per panel member • Total 20 points available
Question 4: Tell us about your experience managing projects like this?	Weighting 10% <ul style="list-style-type: none"> • Five points per panel member • Total 20 points available
	Total weighting for four questions = 100% Total score available = 80 points

17. The Arts funding attracted eight applications, with a total request of \$34,680.65.

18. It is recommended that Council endorse four applications for a requested funding total of \$19,904.00.

19. Evaluation summaries related to all Art grant applications are provided in Attachment One.

20. The Town recommends the following Arts Grant applications for endorsement by Council:

Applicants	Project	Amount
Djinda Boodja of Abmusic Aboriginal Corporation	Stenciled Creativity Community Workshop Series	\$5,000.00
Victoria Park Community Centre	The VPCC Portrait Prize	\$5,000.00
Gok-Lim Finch	Heraldic Migration Liberation Acts	\$4,904.00
Vic Park Pride Incorporated	Pride Arts Project	\$5,000.00
Total		\$19,904.00

21. The Town does not recommend the following applications for endorsement by Council:

Applicants	Project	Amount
Josh Wells	Fixacam	\$4,902.99
Alex Hipworth	Pottery Club	\$4,991.84
Kristy Nita Brown	Where's My Whistle? Book Launch and Crafts	\$493.32
Sarah Broadbent	Dragonfly Lane Mural	\$4,388.50
Total		\$14,776.65

22. There is proposed to be a second round of funding for Arts grants, estimated to be to the value of \$10,096.
23. Community Grants
24. The Community grants application form was aligned with the Town's Strategic Community Plan outcomes.
25. The Town's Community Grants Funding Assessment Panel consisted of the following Town officers:
- (a) Manager Community – Community Planning
 - (b) Place Leader – Urban Design – Place Planning
 - (c) Coordinator Community Development
26. Applications were assessed individually and then reviewed at a formal panel meeting by the Town's Community Grants panel members in line with Policy 114 Community Funding and the criteria outline for the Vic Park Funding Program.
27. The Town's initial assessment questions are as follows:
- (a) Eligibility
 - (b) Applicant details (organisation, auspice arrangements etc.)
 - (c) Project details (brief description, risks, locations, dates etc.)
 - (d) Assessment criteria questions
28. The Town's assessment criteria questions are as follows:

Community grants assessment criteria	Weighting per question per panel member
Question 1: The project/initiative aligns with the Town's Strategic Community Plan 2017-32 objectives and priorities (Town's Values and Mission)?	Weighting 25% <ul style="list-style-type: none"> • Five points per panel member • Total of 15 points available
Question 2: Outline how the initiative is suitable and inclusive of all members of the community.	Weighting 25% <ul style="list-style-type: none"> • Five points per panel member • Total of 15 points available
Question 3: How do you know the project is needed by the community? How many people will benefit?	Weighting 25% <ul style="list-style-type: none"> • Five points per panel member • Total of 15 points available
Question 4: How does this initiative encourage involvement of the Victoria Park community? (I.e. Consider volunteers that will assist with organising the activity, the extent of which your event will be providing opportunities for local organisations and businesses to be involved and the extent to which you will be purchasing goods and services from	Weighting 25% <ul style="list-style-type: none"> • Five points per panel member • Total of 15 points available

local businesses).	
	Total weighting for four questions = 100% Total score available = 60 points

29. The Community grant funding attracted fifteen applications, with a total requested of \$99,806.69 and \$4,540.00 (In-Kind).

30. It is recommended Council endorses twelve applications for the requested funding of \$69,220.00 and \$780.00 (In-Kind).

31. Evaluation summaries related to all Community grant applications, recommended, and not recommended are provided in Attachment Two.

32. The Town recommends the following Community Grant applications for endorsement by Council:

Applicants	Project	Amount	
Old Burswood Neighbourhood Watch	Family Fun Day OBNHW	\$3,879.30	
Vic Park Pride Incorporated	Pride Month Celebrations	\$4,665.00	
Reach Her Incorporated	Reach Her Inc. Workshop and Events for Women	\$10,000.00	
Lathlain Primary School Parents and Citizens Association Incorporated	Lathlain Community Christmas Carols 2023	\$5,100.00	\$780.00 (In-Kind)
EmpowHER WA Incorporated	Celebrating Mothers Event	\$3,377.90	
Burswood Peninsula Neighbourhood Watch Group	Burswood Peninsula NHW & Residents Assn Community Fiesta 2024	\$6,448.20	
The Vic Park Collective	Electrify Vic Park	\$5,935.50	
Western Australian Seabird Rescue	River Rescue Weekends	\$4,441.00	
Dave and Lindner and Narelle Douglas	Vic Park Singalong	\$4,800.00	
Friends of Jirdarup Bushland	Friends of Jirdarup Bushland	\$6,600.00	

	Website renewable	
The Haven Centre	The Haven – Christmas Day Lunch and Food Hampers	\$6,495.00
Carlisle/Victoria Park Toy Library	Let's Play	\$7,478.10 (Partial funding)
Total		\$69,220.00 \$780.00 (In-Kind)

33. The Town does not recommend the following applications for endorsement by Council:

Applicants	Project	Amount
Renee Parnell	May the Fourth be with you	\$10,000.00
Indian Society of WA Incorporated	ISWA Diwali Mela 2023	\$10,000.00
On My Feet Limited	4 Part Healthy Lifestyle Workshop Series	\$10,000.00
Total		\$30,000.00

34. As the amount recommended for Community Grants is equal to the full budgeted amount for this category (\$70,000), there is not proposed to be a second round of Community Grants.

35. Sport Grants

36. The Town's internal Sports Grant Funding Assessment Panel consisted of Town officers:

- a) Manager, Infrastructure Operations
- b) Club Development Officer – Clubs, Events and Bookings
- c) Customer Relations Officer – Customer Relations
- d) Coordinator, Events, Arts and Funding

37. Applications were assessed individually and then received with a formal panel meeting by the Town's Sport Grants panel members in line with Policy 114 Community Funding and the criteria outline for the Vic Park Funding Program.

38. The Town's initial assessment questions are as follows:

- (a) Eligibility
- (b) Applicant details (organisation, auspice arrangements etc.)
- (c) Project details (brief description, risks, locations, dates etc)
- (d) Assessment criteria questions

39. The Town's assessment criteria question are as follows:

Sports Grant assessment criteria	Weighting per question per panel member
Question 1:	Weighting 40%

How does the project/initiative align with the Town's Strategic Community Plan 2022-32 objectives?	<ul style="list-style-type: none"> • Five points per panel member • Total of 20 points available
Question 2: What measures have you taken to ensure this initiative is suitable and inclusive of all members?	Weighting 20% <ul style="list-style-type: none"> • Five points per panel member • Total of 20 points available
Question 3: How do you know the project is needed by the community (research, survey, time to upgrade)? How many people will benefit?	Weighting 30% <ul style="list-style-type: none"> • Five points per panel member • Total of 20 points available
Question 4: Demonstrate the applicant's ability to deliver proposed initiative within a time period.	Weighting 10% <ul style="list-style-type: none"> • Five points per panel member • Total of 20 points available
	Total weighting for four questions = 100% Total score available = 80 points

40. The Sports Grant attracted four applications with a total requested of \$17,650.00.

41. It is recommended that Council endorse three applications for a requested funding total of \$11,360.00 and the Victoria Park Xavier Hockey Club application be transferred to a Sport Equipment Grant for \$1,072.50.

42. Evaluation summaries related to all Sport grant applications are provided in Attachment Three.

43. The Town recommends the following Sports Grant applications for endorsement by Council:

Applicants	Project	Amount
Perth Basketball Association	Basketball Careers program	\$1,360.00
Perth Cricket Club	Girls Cricket Skill Development Program	\$8,000.00
West Australian Marathon Club	Women's Classic Training Program	\$2,000.00
Victoria Park Xavier Hockey Club (Panel recommend transferring to Sport Equipment Grant)	Replacement of team playing shirts with indigenous playing shirts	\$1,072.50
Total		\$12,432.50

44. Sport Equipment Grants

45. The Sports Equipment grants application form was aligned with the Town's Strategic Community Plan outcomes.

46. The Town's internal Sports Equipment Grants Funding Assessment Panel consisted of Town officers:

- a) Club Development Officer – Clubs, Events and Bookings
 - b) Manager, Infrastructure Operations
 - c) Customer Relations Officer, Customer Relations
 - d) Coordinator, Events, Arts and Funding
47. Applications were assessed individually and then received at a formal panel meeting by the Town's Sports Grants panel members in line with Policy 114 Community Funding and the criteria outlined for the Vic Park Funding program.
48. The Town's initial assessment questions are as follows:
- a) Eligibility
 - b) Applicant details (organisation, auspice arrangements etc.)
 - c) Project details (brief description, risks, locations, dates etc.)
 - d) Assessment criteria questions
49. The Town's assessment criteria questions are as follows:

Sports Equipment assessment criteria	Weighting per question per panel member
Question 1: What are you planning to purchase from the grant funding?	(Weighting 20%) <ul style="list-style-type: none"> • Five points per panel member • Total of 20 points available
Question 2: Why are uniforms and equipment necessary? Please explain the needs for the items.	(Weighting 30%) <ul style="list-style-type: none"> • Five points per panel member • Total of 20 points available
Question 3: How does the purchasing of uniforms or equipment align with the Town's Strategic Community Plan (2022-32 objectives)	(Weighting 40%) <ul style="list-style-type: none"> • Five points per panel member • Total 20 points available
Question 4: Is the sporting club located in the Town? If not, does the sports club service the Town of Victoria Park community?	(Weighting 10%) <ul style="list-style-type: none"> • Five points per panel member • Total 20 points available
	Total weighting for four questions = 100% Total score available = 80 points

50. The Sports Equipment funding attracted four applications, with a total requested of \$32,910.00.
51. It is recommended Council endorse four applications for a requested funding of \$6,947.50 (representing up to 25% of each application funding request to a maximum \$8000 for each application).
52. Evaluation summaries related to all Sport equipment grant applications, recommended, and not recommended, are provided in Attachment Four.

53. The Town recommends the following Sports Equipment Grant applications for endorsement by Council:

Applicants	Project	Amount
Swordfish Fencing Club	Scoring Systems for Growth	\$1,500.00
West Australian Marathon Club Inc.	LED Race Clock Update	\$1,447.50
Perth Cricket Club	Cricket Ball Fees – 2023-24	\$2,000.00
Curtin Victoria Park Cricket Club	CVPCC Equipment Costs	\$2,000.00
Total		\$6,947.50

54. There is proposed to be a second round of funding for Sports and Sports Equipment grants, estimated to be to the value of \$20,620.00.

55. Funding Administration.

56. Subject to Council endorsement, successful Art, Community, Sport and Sport Equipment applications will be notified of the decision within five business days of Council resolution.

57. If an applicant is not satisfied with the endorsed outcome, a complaint can be formally lodged via the Town's Customer Service Delivery Management Practice and complaints guidelines within 14 days of notification of successful and unsuccessful applications. Information on how to lodge a complaint will be contained within the letter and outlined in the Vic Park Funding section on the Town's website.

58. The Town encourages previous unsuccessful applications to contact the Town for feedback to support future applications.

59. Successful Art, Community, Sport and Sport Equipment grant applicants must complete the Town's acquittal reporting documentation within three months of the program or event's completion.

60. Decisions regarding funding or not funding grant applications are the responsibility of Council. Policy 009 Execution of Documents requires the execution of Grant Agreements for successful application by the Chief Executive Officer. However, as issue of a Grant Agreement is standard administration practice which utilizes a standard template, this report requests that Council provide authorization to the Manager of Community and Manager Place Planning to execute Grant Agreements in-lieu of the CEO as permitted under Clause 10 of Policy 009 Execution of Documents and 9.49A(4) of the *Local Government Act, 1995*.

Relevant documents

[Policy 009 Execution of Documents](#)

[Policy 114 Community Funding](#)

Further consideration

