Community Grants Program Guidelines
Updated September 2022

Melton City Council

Contents

Community Grants Program

Melton City Council recognises the contribution that community groups, clubs and organisations give to making our City a thriving community where everyone belongs.

Council's Community Grants Program provides opportunities for community organisations to apply for funding to support them to establish themselves, and lead projects and initiatives that benefit the Melton community.

These Guidelines provide information on the application and assessment process for funding.

Available Grants

The available grants and categories are listed below:

Grants	Description/Category	Applications Open	Applications Close	Page
Semi-Annual Grants	• Community Project category may apply for up to $10,000 (must dollar match for amounts over $5,000) • Entry-Level category for groups with limited grant experience may apply for up to $2,000	01st Feb and 01st Jun	28th Feb and 30th Jun	10
Responsive Grants	• Projects that demonstrate requirement for responsive support may apply for up to $2,000	Bi-Monthly (1st day of month - Jan, Mar, May, Jul, Sep, Nov)	Bi-Monthly (Last day of month – Jan, Mar, May, Jul, Sep, Nov)	13
Establishment Grants	• New groups seeking funds for key establishment costs may apply for up to $1,500	Bi-Monthly (as above)	Bi-Monthly (as above)	15
Resident Achievement Contributions	• Residents participating in activities at a 'higher' level than local participation can apply for up to $750	Bi-Monthly (as above)	Bi-Monthly (as above)	16
The Club Caroline Springs Grants	• Community Project category may apply for up to $10,000 (must dollar match for amounts over $5,000) • Entry-Level category for groups with limited grant experience, may apply for up to $2,000	01st Oct	31st Oct	19

HRV/Tabcorp Park Grants	• Community Project category may apply for up to $10,000 (must dollar match for amounts over $5,000) • Entry-Level category for groups with limited grant experience, may apply for up to $2,000	01st Oct	31st Oct	20

General Guidelines

The following general guidelines apply to all grant categories offered under the Community Grants Program excluding Resident Achievement Contributions.

Who is eligible to apply for Community Grants?

Applications are accepted from the following organisations:

- Incorporated not-for-profit community groups or organisations located in and providing the support, service or program within the City of Melton.

- Incorporated not-for-profit community groups or organisations located elsewhere, but providing support, services or programs to people living in the City of Melton.

    OR

- Unincorporated community groups or organisations with auspice support from an incorporated not-for-profit organisation, providing the support, service or program within the City of Melton.

    NOTE: Establishment Grant funding can be used to pay for Incorporation fees.

Applicants must have:

- 80% of project beneficiaries must be living in the City of Melton

- an ABN

- Public Liability Insurance of at least $20 million

- discussed the project application with a relevant Council Officer (see 'Current Officer Listing' at https://www.melton.vic.gov.au/Services/Grants-Awards-and-Training/Community-Grants for a list of Officers that will be able to assist with your project idea)

- obtained quotations for goods and services from reputable suppliers such as industry accredited suppliers (we encourage applicants to source from suppliers within the City of Melton):

    -       **one** quote for goods or services valued at over $250
    -       **two** quotes for goods or services over $1,000.

Applicants must provide the following documents:

- Certificate of Incorporation
- Statement of Suppler if no ABN provided
- quotations (as above)
- copy of Public Liability Insurance of at least $20 million
- any other supporting documentation, e.g. project plan, letters of support etc.

What will be funded?

Grants offered under Council's Community Grants Program support community groups and organisations to lead projects and initiatives that provide a benefit to the Melton community.

Funding is available for projects that:

- increase community participation
- provide services and facilities that strengthen community health and wellbeing
- promote and develop local pride (including arts and the environment projects)
- promote community leadership

If you would like further information about the priorities for Council, please refer to the Council and Wellbeing Plan (2021-2025) at: https://www.melton.vic.gov.au/Council/About-Council/Council-Plans-and-Budget, or speak to the Community Grants & Awards Officer.

What won't be funded?

The following list identifies the types of projects that cannot be funded under this Program. Potential applicants are encouraged to contact Council's Community Grants & Awards Officer or refer to Council's website www.melton.vic.gov.au to identify alternative options for support and funding assistance.

Funding will not be available for projects:

- That are facilitated by local schools/education providers that are limited to students only
- That are the clear responsibility of other levels of government, e.g. school curriculum, infrastructure, concerts
- Seeking support over $1,000 for exclusive celebrations (those that do not include broad community participation)
- Seeking support for ongoing operational costs not tied to a specific project, e.g. permanent staff, ongoing salaries, maintenance

- already receiving Council funds to do the same or similar activity

- deemed to be duplicating existing services in the municipality

- that facilitate routine and regular maintenance work to existing facilities

- based at facilities where there is little or no public access

- that operate solely for the purpose of fundraising for individual gain

- that are the responsibility of, or are managed by Council

- that are profit making ventures

- for purchase of equipment and material to address Occupational Health and Safety regulatory requirements; this is the responsibility of the agency or organisation concerned

- that take place outside the City unless it is an element of an ongoing project and has a demonstrated and direct benefit to the City of Melton community.

General grant conditions:

- Funding is allocated on a competitive basis. Once the allocated funds are exhausted, no additional funding will be available within the financial year.

- Funds must be spent on the project as described in the application, and/or as directed by the Funding Agreement.

- Applications where participants are charged entry or participant fees, must declare the charge per participant and the expected number of participants.

- Successful applicants will be required to complete the grants acquittal process as outlined on page 8.

- Applicants who have previously received funding through Council grants will only be considered if they have met all acquittal conditions for that previous funding.

- Successful grant recipients are strongly encouraged to participate in capacity building training opportunities identified by Council Officers.

- Community Projects must commence within six months and be completed within twelve months from the date of notification of approval.

- Retrospective funding will not be provided for Community Projects already commenced.

- Schools are not eligible to apply directly to the Community Grants Program, however, they may be the beneficiary and/or partner with other community organisations.

Application Process

How do I apply?

Applications for grants under Council's Community Grants Program are made online. You will need to go to the SmartyGrants website: https://melton.smartygrants.com.au to view the application form and to make an application. If you are unable to access the internet, Council can support you by directing you to one of the community facilities that provide public internet access.

Applicants are required to submit their applications by the closing date and time of the Grant Round. Late applications will not be accepted.

To assist you in completing your application, please note the following tips:

- You will need access to internet and an email address.

- Access to the Application Form will not be available until the opening date.

- The online system will not accept incomplete applications.

- All questions marked with an asterisk* must be completed.

- Review your application carefully before submitting. Once submitted you cannot go back to make any more changes.

- When you apply online, you will receive an application number. Please make a note of this and, where possible, keep a copy of your application for future reference.

Applicants will be notified via automatic email that their application has been received.

Grant writing support and workshops

Our **free** Grant Writing Workshops provide insights into the application process and is a vital learning opportunity for potential applicants. Details of upcoming workshops can be found on the following webpage: https://www.melton.vic.gov.au/Online-Forms/Community-Training-online-registration-form.

If you require any further information about Council's Community Grants Program, or assistance in completing your application online, please contact Council's Community Grants and Awards Officer well in advance of the closing date of the grant round:

Phone: 9747 7247 - Interpreters can be booked if requested.

Email: communitygrants@melton.vic.gov.au

How are applications assessed?

Step 1   Council officers will check eligibility of all grant applications.

Step 2   Internal review by relevant Council Officers (if applicable) to ensure there is alignment between the proposal and Council's policies and strategies.

Step 3   Eligible applications are assessed by an independent assessment panel against specified assessment criteria (see grant categories for details) to demonstrate the strength of your application.

Step 4   Recommendations are submitted for final approval to:
- Melton City Councillors – for Semi-Annual, The Club Caroline Springs & HRV/Tabcorp Park Grants
- Melton City Council's CEO for Responsive, Establishment & Resident Achievement Grants.

Please note that meeting the assessment criteria does not automatically guarantee funding.

Variations to approved project

Once approved, your project should proceed as per the information provided in the application. If you plan to make changes to your original project or dates, a Variation Request must be completed and approved by Council **prior** to these changes going ahead. Failure to follow the variation process may result in you being ineligible for future funding.

To vary your project please contact the Community Grants & Awards Officer. A Variation Request Form will be linked to your online application and should be submitted through the SmartyGrants online portal.

Acquittal Report

Successful applicants are required to complete the grant acquittal **within 12 months** of receiving funding or **2 months of completion of the project** (whichever is sooner).

The acquittal report outlines the key achievements of your project and reports on how funding was spent. An acquittal form linked to your online application should be submitted through the SmartyGrants online portal.

It is important that you retain all financial receipts (Tax Invoices) related to your project as these will need to be provided as part of the acquittal report.

If required, a close-out meeting will be scheduled between relevant grant applicant members and Council Officer(s). This is a short meeting that allows Council Officer(s) to

check funding expenditure, gain greater understanding of project success and challenges, and assist the applicant to identify future sources of funding for their projects.

Auspice Organisation

If your group is not incorporated or does not hold current public liability insurance, you may apply for a grant through an auspice arrangement.

An auspice is an organisation that is incorporated and holds current public and products liability insurance. The auspice organisation receives the funding on your behalf and distributes the funds to your group for the delivery of the project. A letter confirming the auspice arrangement must be attached to the application along with proof of the auspice's incorporation and current insurance.

A suitable auspice organisation might be an organisation you have worked with previously or a larger organisation working in a similar field that could be approached.

Please contact the Community Grants & Awards Officer for more information.

Who to contact?

All applicants must **first** speak to a relevant Council Officer regarding their project idea. Please refer to the current Officer Listing to establish the correct Council Officer to speak with about your project.

https://www.melton.vic.gov.au/Services/Grants-Awards-and-Training/Community-Grants

If unsure, please contact the Community Grants & Awards Officer on 9747 7247.

Semi-Annual Grants

Council's Semi-Annual Grants have two rounds open each year.

This grant round includes the **Community Project stream** and an **Entry-Level stream.**

- **Community Project (up to $10,000)** – to support clubs and groups to lead projects and initiatives with a community benefit.

- **Entry-Level (up to $2,000)** - for clubs and groups with little-to-no experience implementing grant funded projects and/or significant challenges submitting grant applications.

Applicants **must** discuss their application with a relevant Council Officer prior to submitting an online application.

A club / group / organisation is permitted to make multiple applications to a grant round, as long as the total amount requested across all applications for the one round does not exceed $10,000 and the matching dollar-for-dollar contribution threshold is still met.

Grant Timelines*

Round Opens	Round Closes	Administration & Assessment	Applicant Notified	Funds Distributed
01st February	28th February	March – April	May	May
01st June	31st June	July – August	September	September

Community Project stream conditions:

1. Maximum grant amount applicants can apply for is **$10,000.**

2. Applicants must provide a matching dollar for dollar contribution for applications over $5,000. For every dollar you request beyond $5,000 you need to match it (e.g. if you are applying for $9,000 in grant funding you must contribute $4,000 towards the project costs).

Co-Contribution Table

Grant Funding from Council	Contribution from Applicant	Total Project Cost
$4,000	N/A	$4,000
$5,000	N/A	$5,000
$6,000	$1,000	$7,000
$7,000	$2,000	$9,000
$8,000	$3,000	$11,000
$9,000	$4,000	$13,000
$10,000	$5,000	$15,000

3. Successful applicants will enter into a Funding Agreement with Melton City Council and grant payments will be made according to this agreement.

4. All conditions under General Guidelines, unless specified above, apply.

Community Project Stream (up to $10,000) Assessment Criteria

PRIORITY AREA	ASSESSMENT CRITERIA	WEIGHTING
1. Community Need	• Project responds to an existing or emerging community need • Evidence has been provided to support the identified need • The identified need is a priority issue for Melton City Council to address	**40%**
2. Community Benefit	• Who is involved in the project planning and delivery, will new community partnerships and connections be developed • Clear identification of the individuals, groups or broader local population that will benefit from the project and how they will benefit • Clear demonstrated outcomes of the project beyond the applicant group to reflect benefit to the broader community	**20%**
3. Ability to Deliver Project	• Project plan in place demonstrating the steps to be taken to deliver the project • A complete, realistic and achievable budget provided • Project includes other sources of funding • Evidence is provided demonstrating how the project will continue into the future if it is an ongoing event or activity	**20%**
4. Commitment to supporting the values of the City of Melton	• Applicants demonstrated participation and engagement in other community events and activities • Applicants demonstrated support for the values of Melton City Council • Applicants demonstrated support to address or promote health & wellbeing outcomes for the community	**20%**

Entry-Level stream conditions:

1. Maximum grant amount applicants can apply for is **$2,000.**

2. Applications are accepted from community groups / organisations that have little to-no experience implementing grant-funded projects and are assessed by Council Officers to face significant and demonstrated challenges applying for Council's regular Community Project Grants (contact Community Grants & Awards Officer to discuss).

3. Successful applicants will enter into a Funding Agreement with Melton City Council and grant payments will be made according to this agreement.

4. All conditions under General Guidelines, unless specified above, apply.

Entry-Level Stream (up to $2,000) Assessment Criteria

PRIORITY AREA	ASSESSMENT CRITERIA	WEIGHTING
1. Community Need	• Project responds to an existing or emerging community need	**40%**
2. Community Benefit	• Project is likely to build applicants project and grant management capacity	**20%**
3. Ability to Deliver Project	• Key project activities are defined • A realistic and achievable budget provided	**20%**
4. Commitment to supporting the values of the City of Melton	• Applicants demonstrated participation and engagement in other community events and activities • Applicants demonstrated support for the values of Melton City Council	**20%**

Responsive Grants

Council's Responsive Grants provide funding to community groups and organisations to support them to lead responsive projects and initiatives that provide a community benefit to an **unexpected** or **emerging** community need.

Applicants **must** discuss their application with a relevant Council Officer prior to submitting an online application.

Grant Timelines*

Round Opens	Round Closes	Administration & Assessment	Applicants Notified & Funds Distributed
1st January	31st January	February	March
1st March	31st March	April	May
1st May	31st May	June	July
1st July	31st July	August	September
1st September	30th September	October	November
1st November	30th November	December	January

Responsive Grant conditions:

1. Maximum grant amount applicants can apply for is **$2,000**.
2. Successful applicants will enter into a Funding Agreement with Melton City Council and grant payments will be made according to this agreement.
3. To be eligible for assessment, the applicant must demonstrate why the project could not have been reasonably planned to seek funding under the Semi-Annual, HRV/TabCorp Park or The Club Caroline Springs Grants.
4. All conditions under General Guidelines, unless specified above, apply.

Responsive Grant (up to $2,000) Criteria

PRIORITY AREA	ASSESSMENT CRITERIA	WEIGHTING
1. Community Need	• Project responds to an existing or emerging community need • Evidence has been provided to support the identified need • The identified need is a priority issue for Melton City Council to address	**40%**
2. Community Benefit	• Who is involved in the project planning and delivery, will new community partnerships and connections be developed • Clear identification of the individuals, groups or broader local population that will benefit from the project and how they will benefit • Clear demonstrated outcomes of the project beyond the applicant group to reflect benefit to the broader community	**20%**
3. Ability to Deliver Project	• Project plan in place demonstrating the steps to be taken to deliver the project • A complete, realistic and achievable budget provided • Project includes other sources of funding • Evidence is provided demonstrating how the project will continue into the future if it is an ongoing event or activity	**20%**
4. Commitment to supporting the values of the City of Melton	• Applicants demonstrated participation and engagement in other community events and activities • Applicants demonstrated support for the values of Melton City Council • Applicants demonstrated support to address or promote health & wellbeing outcomes for the community	**20%**

Establishment Grants

Council's Establishment Grants provide funding to promote and develop the establishment of new community groups, clubs and/or associations.

Applicants **must** discuss their application with a relevant Council Officer prior to submitting an online application.

Grant Timelines*

Round Opens	Round Closes	Administration & Assessment	Applicants Notified & Funds Distributed
1st January	31st January	February	March
1st March	31st March	April	May
1st May	31st May	June	July
1st July	31st July	August	September
1st September	30th September	October	November
1st November	30th November	December	January

Establishment Grant conditions:

1. Maximum grant amount applicants can apply for is **$1,500.**
2. Successful applicants will enter into a Funding Agreement with Melton City Council and grant payments will be made according to this agreement.
3. New groups may seek funding to assist with establishment costs which could include incorporation costs, public liability insurance, promotion and recruitment of new members, venue hire (once-off, for purpose of establishment only), and operational items such as stationery and equipment.
4. The maximum amount that a group can request for Incorporation is $50.
5. The maximum amount that a group can request for Public Liability Insurance is $1,000.
6. All conditions under General Guidelines, unless specified above, apply.

Establishment Grant (up to $1,500) Criteria

	PRIORITY AREA	ASSESSMENT CRITERIA	WEIGHTING
1.	**Community Need**	• Establishment of the group responds to an existing or emerging community need	**60%**
2.	**Ability to Deliver Project**	• A realistic and achievable budget and quotes are provided	**20%**
3.	**Commitment to Supporting the values of the City of Melton**	• Applicant has demonstrated support for the values of Melton City Council	**20%**

Resident Achievement Contributions

The Resident Achievement Contributions recognise the achievements that are made by City of Melton residents participating in academic, recreational, community and artistic activities at a 'higher' level than local participation. The Contributions support and recognise City of Melton residents with outstanding talent, ability, achievement and significant community contribution.

Grant Timelines*

Resident Achievement Contributions run concurrently with Responsive Grants.

Round Opens	Round Closes	Administration & Assessment	Applicants Notified & Funds Distributed
1st January	31st January	February	March
1st March	31st March	April	May
1st May	31st May	June	July
1st July	31st July	August	September
1st September	30th September	October	November
1st November	30th November	December	January

Who can apply?

- Applicants must be permanent residents of the City of Melton.

- Applicants must be participating in an individual sports team or be a member of a State or National Team.

- Applicants must be representing Australia or Victoria in a recognised International / National / State event or competition. Applicants will be required to provide evidence from the National/State organisation they are representing. For example, Victoria / Australia in an officially recognised team.

- The event must be of National significance to be considered in the Academic, Community & Arts category.

- For Academic, Community and Arts applications, applicants must provide evidence that they are an emerging or professional artist;

  - **Emerging** - someone in the first five years of their art form/practice. The person can be emerging at any age providing they prioritise their arts development above everything else.
  - **Professional** - An individual who has a tertiary qualification/s in the Arts or has an extensive history working in the Arts and is recognised by their peers in the Arts industry as holding professional Art status.

- Only **one** contribution per person will be made per financial year and **no more** than **two** contributions in a **five-year period**.

Contribution Category

Individual Competitor

- Competition or event internal to Victoria: $250 maximum
- Competition or event external to Victoria: $500 maximum
- Competition or event external to Australia: $750 maximum

Sporting Events – Definition

1. Must have a set of rules and code of conduct.
2. Must be competitive in nature.

Sporting Events – What will be funded?

1. Travel and accommodation costs of applicant or parents.
2. Equipment and uniform essential for the event.
3. Entry / registration fees to event/s.

Academic, Community & Arts Events – Definition

1. The Contributions assist individual residents with pursuit of professional development opportunities in Academic, Community, and Arts initiatives and activities.

Academic, Community & Arts Events – What will be funded?

1. Attendance fees for professional development workshops/programs.
2. Attendance fees for professional development programs either with a mentor or a professional artist.
3. Conference fees.
4. Master class fees (must be with a leading national or international recognised professional organisation).

Resident Achievement Contributions Conditions:

1. Where the applicant is under 18 years of age, any payments will be made to the applicant's parent / guardian.

2. Applications for coaches will not be funded.

3. In cases where several residents in the City of Melton have applied for funding to participate in the same team, Melton City Council reserves the right to allocate a maximum amount of funds for the one team.

4. In cases where multiple persons from one family have applied for funding, Melton City Council reserves the right to allocate a maximum amount of funds for the one family.

5. Funding is ineligible to applicants that are members of a club or team involved in interstate or overseas competition which is not officially representing the State or Australia.

6. An Acquittal Form must be completed online **within six weeks of the completion of the event**. The information sought through this acquittal will only be used by the Melton City Council for the purposes of exhibiting the programs to which this funding was allocated. It may be published in Council documents and publications.

7. All conditions under General Guidelines, unless specified above, apply.

Documents you must attach to support your application:

For Sporting Events

- Evidence of selection in an official event (State/National) and;
- A financial summary of how the contribution will be expended
- A letter of support from your local club/coach/manager **(optional)**

For Academic, Community and Arts Events

- A copy of the brochure or promotional material of the program you propose to attend;
- Proof of booking details and costs of the proposed program;
- Letters of offer to the event/s; and
- A one-page CV relevant to your most recent academic achievement, significant community contribution or art form area and to the activity you wish to attend.

Resident Achievement Contributions (up to $750) Criteria

PRIORITY AREA	ASSESSMENT CRITERIA	WEIGHTING
1. Applicant Achievement	- Applicant has demonstrated achievement at a high sporting level OR - Applicant has demonstrated development at a higher than normal participation level	**50%**
2. Applicant Need	- Evidence of selection/registration in high level participation - Applicant has provided a clear budget of associated costs	**50%**

The Club Caroline Springs Grants

Council has an arrangement with The Club Caroline Springs and Melbourne Racing Club that commits grants to community groups within the City of Melton.

This grant round includes the **Community Project stream** and an **Entry-Level steam.**

- **Community Project (up to $10,000)** – to support clubs and groups to lead projects and initiatives with a community benefit.

- **Entry-Level (up to $2,000)** - for clubs and groups with little-to-no experience implementing grant funded projects and/or significant challenges submitting grant applications.

Applicants **must** discuss their application with a relevant Council Officer prior to submitting an online application.

A club / group / organisation is permitted to make multiple applications to a grant round, if the total amount requested across all applications for the one round does not exceed $10,000 and the matching dollar-for-dollar contribution threshold is still met.

Grant Timelines

Round Opens	Round Closes	Administration & Assessment	Applicant Notified	Funds Distributed
01st October	**31st October**	November-December	February	February

The Club Caroline Springs Grant Conditions:

1. Successful applicants will enter into a Funding Agreement with The Club Caroline Springs (Melbourne Racing Club) and Melton City Council, which will document all funding obligations and conditions as well as reporting requirements, and grant payments will be made according to this agreement.
2. Co-contribution rules apply as per those listed under Semi-Annual Grants. See page 10.
3. Assessment criteria has been adopted from the Semi-Annual Grants. See the table on page 11 for relevant assessment criteria.
4. Applications for Entry-Level Grant are accepted from community groups / organisations that have little-to-no experience implementing grant-funded projects and are assessed by Council Officers to face significant and demonstrated challenges applying for Council's regular Community Project Grants (contact Community Grants & Awards Officer to discuss).
5. Applicants are **<u>not</u>** permitted to make an application to both the Council's Semi-Annual Grants or the HRV/Tabcorp Grant and The Club Caroline Springs Grants for the same project.
6. All conditions under General Guidelines, unless specified above, apply.

Harness Racing Victoria/Tabcorp Park Grants

Council has an arrangement with Harness Racing Victoria & Tabcorp Park that commits grants to community groups with the City of Melton.

This grant round includes the **Community Project stream** and an **Entry-Level steam.**

- **Community Project (up to $10,000)** – to support clubs and groups to lead projects and initiatives with a community benefit.

- **Entry-Level (up to $2,000)** - for clubs and groups with little-to-no experience implementing grant funded projects and/or significant challenges submitting grant applications.

Applicants **must** discuss their application with a relevant Council Officer prior to submitting an online application.

A club / group / organisation is permitted to make multiple applications to a grant round, if the total amount requested across all applications for the one round does not exceed $10,000 and the matching dollar-for-dollar contribution threshold is still met.

Grant Timelines

Round Opens	Round Closes	Administration & Assessment	Applicant Notified	Funds Distributed
01ˢᵗ October	**31ˢᵗ October**	November-December	February	February

Harness Racing Victoria/Tabcorp Park Grant conditions:

1. Successful applicants will enter into a Funding Agreement with Harness Racing Victoria, Tabcorp Park & Melton City Council, which will document all funding obligations and conditions as well as reporting requirements, and grant payments will be made according to this agreement.
2. Co-contribution rules apply as per those listed under Semi-Annual Grants. See page 10.
3. Assessment criteria has been adopted from the Semi-Annual Grants. See the table on page 11 for relevant assessment criteria.
4. Applications for Entry-Level Grant are accepted from community groups / organisations that have little-to-no experience implementing grant-funded projects and are assessed by Council Officers to face significant and demonstrated challenges applying for Council's regular Community Project Grants (contact Community Grants & Awards Officer to discuss).
5. Applicants are **not** permitted to make an application to both the Council's Semi-Annual Grants or the The Club Caroline Springs and HRV/Tabcorp Grant for the same project.
6. All conditions under General Guidelines, unless specified above, apply.

Community Grants & Awards Help

Need more help?

If you require any further information or assistance about Melton City Council's Community Grants Program, please contact the Community Grants & Awards Officer or the Community Capacity Team.

Phone: (03) 9747 7247

Email: communitygrants@melton.vic.gov.au

Website: https://www.melton.vic.gov.au/communitygrants