

Melton City Council

FairGo 4 Youth Fund Guidelines



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Acknowledgement of Country

Melton City Council acknowledges Aboriginal and Torres Strait Islander peoples living and working in Melton. Council recognises the people of the Kulin Nations as the original custodians of the land now known as City of Melton. On behalf of the municipality, Council pays respect to their Elders, past, present and emerging.

Purpose of FairGo 4 Youth Fund

- Melton City Council recognises the contribution that individuals, community groups, clubs and organisations provide, in assisting to make our City a vibrant, safe and thriving community where everyone belongs.
- The FairGo 4 Youth Fund aims to provide opportunities for disadvantaged young people to participate in a local extra-curricular activity to enrich their lives, improve social connection and wellbeing.

Available Funds

Applicants can apply for up to the following maximum funding per financial year:

- \$400 (plus GST); or
- \$600 (plus GST) for those living with a disability.

An individual can make a single claim for:

- one winter season; or
- one summer season; or
- two consecutive terms (if a term based activity).

Funding is for future participation with an eligible Activity Provider (refer to 'Activity Provider List' located in the 'FairGo 4 Youth' tab at www.melton.vic.gov.au/communityfunds).

Funding is for registration fees only and will not cover individual coaching, equipment or uniforms.

Fund Type	Example Activity
FairGo 4 Youth Fund	<ul style="list-style-type: none">• Individuals registering to join sporting clubs such as football, basketball, rugby, badminton, swimming and athletics• Individuals registering to join hobby groups such as horse riding, dancing, and scouting



Information for Applicants

Who is eligible to apply?

Children and young people from age eight to 18 who are residents of the City of Melton and can demonstrate the need for financial support.

Funding Process

1. Applicant to review fund requirements, eligibility criteria, and understand what can be funded. For further assistance the Community Grants team can be contacted via email at: communitygrants@melton.vic.gov.au or phone (03) 9747 7247.
2. Applicant to choose a preferred activity from the Activity Provider list (refer to 'Activity Provider List' located in the 'FairGo 4 Youth' tab at www.melton.vic.gov.au/communityfunds).
3. Applicant to submit an Expression of Interest (EOI) via Council website (refer to 'Submit your Expression of Interest' located in the 'FairGo 4 Youth' tab at www.melton.vic.gov.au/communityfunds). At time of EOI submission the applicant will be required to:
 - nominate their preferred Activity Provider
 - advise whether the chosen activity is a summer season, winter season or term based activity
 - supply eligibility documents:
 - Proof of age: birth certificate or passport
 - Proof of current address: utilities bill, driver's licence or lease agreement
 - Proof of financial support needs: health care card, pension card or completed Referral Form

Referral Forms will be accepted from the following:

- Registered community service organisations
- Registered charities
- School staff
- Melton City Council's Family Services Support Workers (for current clients only)

4. Council to assess the application against the eligibility criteria.
5. Community Grants Team will communicate the outcome of the EOI to the applicant via email within 10 business days.
6. Successful applicants must approach an eligible Activity Provider to:
 - confirm the Activity Provider is participating in the FairGo 4 Youth Fund
 - provide the Activity Provider with the 'Success Letter - for Activity Provider' (issued by Council at the time of approval)
 - secure registration with the Activity Provider.



Please note:

- Registration payment will be organised between the Activity Provider and Council.
- Once allocated funds are exhausted, no additional funding will be available within the financial year.

Information for Activity Providers

Who is eligible to apply?

To be deemed as an eligible Activity Provider, the club or organisation must hold:

- A pre-existing lease or licence agreement within the City of Melton or neighbouring Local Government Areas (LGAs) (Brimbank, Wyndham, Hume, Macedon Ranges or Moorabool) to hold activities at a City of Melton-owned facility or a facility in one of the neighbouring LGAs
- Public Liability Insurance of at least \$20 million.

Activity Provider must provide to Council the following documentation:

- A pre-existing lease or licence agreement within the City of Melton or neighbouring Local Government Areas (LGAs) (Brimbank, Wyndham, Hume, Macedon Ranges or Moorabool) to hold activities at a City of Melton-owned facility or a facility in one of the neighbouring LGAs
- Public Liability Insurance Certificate
- Completed New Creditor/Supplier Creation Request Form (supplied by Melton City Council)
- Bank statement or snapshot from the Activity Provider's online bank statement showing account details
- Proof of Activity Provider registration fees
- Certificate of Incorporation (only applicable if the Activity Provider is a not-for-profit or registered charity).

Process for Payment

1. Activity Provider must request a copy of the applicant's 'Success Letter – for Activity Provider' to confirm they are eligible for funding.
2. Activity Provider registers the applicant within six months of the applicant being notified of approval.
3. At the end of each month the Activity Provider must email to communitygrants@melton.vic.gov.au:
 - An invoice including all registrations received under the FairGo 4 Youth Fund in that month
 - Proof of registration for all applicants listed on the invoice

Activity Providers who have not-for-profit status may add to the invoice, as a separate line item, a \$25 administration fee per participant.

4. Provided all documentation is in order, Council will process payment to the Activity Provider in the next payment run.



Where to go for help

Further Information

Further information regarding Melton City Council's FairGo 4 Youth Fund can be found at the Melton City Council website:
www.melton.vic.gov.au/communitygrants.

Assistance and Training

Assistance and training can be arranged through the Community Grants Team via
Email: communitygrants@melton.vic.gov.au
Phone: (03) 9747 7247

Other Support

- Hearing or speech impaired? Contact: www.accesshub.gov.au
- Need an interpreter? Call TIS on 131450 and use Client Code C086780 (Melton City Council)
- Print too small? Request a larger print version from the Community Grants Team

