

# MANNINGHAM COMMUNITY FUND

## Guidelines

### What is the Manningham Community Fund?

The Manningham Community Fund supports and distributes funds to community organisations in Manningham and operates under the umbrella of the Lord Mayor's Charitable Foundation, which has been supporting charities across Melbourne metropolitan area since 1923.

The Fund is a separate legal entity from the City of Manningham. It aims to raise much-needed funds to help community organisations with Deductible Gift Recipient (DGR)\* status that support people living in Manningham.

It does this by encouraging tax deductible donations, gifts and bequests that build up the Fund corpus in perpetuity. Each year the Fund earns income (in the form of interest) which can then be made available to the community in the form of grants.

\* A deductible gift recipient (DGR) is an entity or fund that can receive tax deductible gifts

### What are the 2024 grant themes?

2024 Grant applications will be considered from community organisations requesting funding for activities in the following areas:

- Homelessness and affordable housing
- Healthy and resilient communities
- Education and employment
- Diversity and inclusion
- Environment and sustainability

Organisations must be able to demonstrate how this grant would address a specific and immediate need in Manningham. Applications that show the long term tangible benefits resulting from the grant will be given a higher priority.

### What is the eligibility criteria?

To apply for funding through the Manningham Community Fund, applicants must meet the following:

- Organisations applying for a grant must have a current Australian Taxation Office (ATO) endorsement of 'Deductible Gift Recipient' status.
- Organisations deliver an activity within the Manningham municipality.
- Applicants must have appropriate insurance and workplace health and safety policies in accordance with the *Funding and Service Agreement* and other legislative requirements related to the funded activity.
- The Manningham Community Fund will accept applications for grants up to the maximum value of \$10,000. There is no minimum amount that can be applied for.
- Applicants must not spend money on the proposed activity before funding decisions are announced. This is considered retrospective funding, which is not eligible for support.
- Applications that have a sole religious or political purpose which seek to promote core beliefs are not eligible for funding.
- Late applications will not be considered.



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In addition to the previously stated criteria, applicants must also provide:

- Evidence of your organisations Deductible Gift Recipient (DGR) status
- Most recent annual report and financial statements
- Current Public Liability Insurance
- ABN or a completed Statement by Supplier Form
- Project Plan
- Quotations for all expenditure items over \$500.

## What is the grant assessment process?

All eligible grant applications are considered by the Manningham Community Fund Assessment Panel.

The Panel consists:

- Mayor
- Councillor
- Senior Council Officer

The Panel makes funding recommendations to the Lord Mayor Charitable Fund's Board where applications are signed off and approved.

It can be decided to fully fund, partially fund or not fund an activity.

## What happens if my grant application is approved?

Successful applicants will need to enter into a Funding and Service Agreement which outlines the conditions under which the grant will be made available.

Successful applicants are required to complete an acquittal for the funded amount via smartygrants two months after the activity is completed.

Successful applicants need to prominently acknowledge the support of the Manningham Community Fund in promotion of their activity. This activity was supported by the Manningham Community Fund.

## Key dates

The 2024 funding round opens at 9.00am on Monday 5 February 2024 and closes 5.00pm on Tuesday 12 March 2024.

Outcome of your application will be advised by Monday 1 July 2024.


## How to apply

All applicants will need to prepare and submit their grant application using our online grants management system, SmartyGrants which offers a step-by-step guide on how to apply

 [manningham.smartygrants.com.au](https://manningham.smartygrants.com.au)

## For more information

 9840 9333

 [mcf@manningham.vic.gov.au](mailto:mcf@manningham.vic.gov.au)



Interpreter service **9840 9355**

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