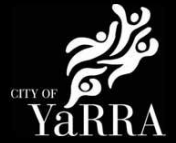


Fitzroy Adventure Playground Program Grant 2023 to 2026 Grant Guidelines



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City of Yarra Grant Guidelines

Fitzroy Adventure Playground

Program Grant

Background

Adventure playgrounds differ from regular playgrounds as they offer beneficial risk-taking during supervised play. They are open during set hours and children are supervised by qualified staff and volunteers.

In the 1970s, adventure playgrounds were established in five sites in the inner metropolitan area of Melbourne to support public housing communities. The adventure playground in Fitzroy is located near the Atherton Gardens public housing estate.

The Fitzroy Adventure Playground has always been operated by a community committee of management or a not-for-profit organisation. The former City of Fitzroy and the City of Yarra have supported the playground since its inception.

Purpose of Grant

Yarra City Council provides funding through different grant programs for not-for-profit organisations to help achieve the Strategic Objectives of the Council Plan.

The Fitzroy Adventure Playground Program Grant is established to provide up to three years of funding subsidy to a not-for-profit organisation towards the operating of the Fitzroy Adventure Playground and management of the site.

These guidelines describe how a group or organisation can access funding assistance from Yarra Council to manage and operate the Fitzroy Adventure Playground.

Program objectives

The objectives of the Fitzroy Adventure Playground program are to realise the following:

- **Partnership:** Foster and develop a partnership between Council and a not-for-profit community organisation to manage the site and program at the Fitzroy Adventure Playground.
- **Participation of school-aged children:** Encourage and support involvement and participation of school aged children and young people living in public housing in the program.
- **Participation of community:** Encourage and support involvement of the local community in accessing the site outside of the core program hours.
- **Value:** Provide a measurable, cost-effective and efficient means to deliver community outcomes in a transparent and accountable manner.
- **Responsive service model:** Provide a safe, well-managed program for school aged children and young people that is relevant to their developmental needs and reflects collaborative relationships with families and other service providers in Yarra.

Eligibility Criteria

A pre-eligibility assessment is conducted for all applications. Ineligible applications will not be assessed.

Eligible Applicants

Applicants must be a not-for-profit organisation either registered as a charity, or public benevolent institution or have DGR status.

In addition, applicants must also:

- Be an organisation located in Yarra and/or have at least 5 years' experience delivering programs in Yarra.
- Provide an ABN
- Have answered all questions on the application form and provided all supporting material at the time the application submitted.
- Acknowledged they have read terms and conditions of this grant program.
- Have no outstanding debts to Yarra City Council.
- Have acquitted any previous Yarra City grants.
- Hold public liability insurance with a suitable level of coverage.
- Have successfully lodged their application before the advertised closing date.

Applicants that are NOT eligible

- Individuals
- Business and for-profit organisations.

Timelines

Program grant opens	24 March 2023
Council officers available for consultation	27 March 2023 to 20 April 2023
Applications close	11:59 PM Sunday 23 April 2023
Panel assessment	Week commencing 24 April 2023
Applicants' availability for interview by panel	Week commencing 1 May 2023

Child Safe Standards

Victorian organisations that provide services or facilities for children (anyone under 18 years old) are required by law to implement Child Safe Standards to protect children from harm. Therefore, if your project/program will engage children as either participants or audience members you will be required to demonstrate that you are complying with the Child Safe Standards by uploading a copy of your organisation's Child Safe Policy or Statement of Commitment to Child Safety.

If your organisation does not yet have a Child Safe Policy or Statement of Commitment to Child Safety, a template document is available on the Room to Create Responsive Grants website: <https://www.yarracity.vic.gov.au/about-us/grants/room-to-create-responsive-grants>

Tailor this document to suit your organisation and activities, then attach the document to your application as evidence. Remember to make sure a copy is distributed to your members.

Individual artists will need to upload a copy of your current working with children check and/or your exhibition space's Child Safe Policy or Statement of Commitment to Child Safety.

For further information on Child Safe Standards see: [CCYP | Resources](#)

Assessment Criteria

Council will prioritise proposals that rate highly across the following criteria:

Assessment criteria	What you should include in your application	Weighting
Community engagement	A community engagement plan that demonstrates: <ul style="list-style-type: none">(a) understanding of community engagement for the local community(b) proposed terms of reference for a Cubbies community reference group	25%
Organisational experience and commitment	Organisational profile that demonstrates: <ul style="list-style-type: none">(a) Experience in the provision of programs incorporating play and beneficial risk-taking for school aged children and young people from culturally and linguistically diverse backgrounds.(b) Evidence of organisational commitment to Child Safe Standards including how this translates into the program practise.(c) Evidence of commitment to environmental sustainability in organisation and service operations.(d) Demonstrated experience in staff and volunteer management and contemporary approaches to industrial relations.(e) Ability to comply with Australian standards for playground equipment and structures	25%

Assessment criteria	What you should include in your application	Weighting
Relevance	<p>Stated program approach or plan demonstrating:</p> <ul style="list-style-type: none"> (a) Clear aims, objectives, and outcomes, including measures. (b) Participation of school aged children and young people living in public housing in the local area (c) Delivery of a safe, well managed program relevant to developmental needs of school aged children and young people <p>Evaluation framework</p> <ul style="list-style-type: none"> (d) Documented approach demonstrating how the applicant will measure how well the program is being delivered and whether it is making satisfactory progress towards what it has set out to do. 	25 %
Value	<ul style="list-style-type: none"> (a) Complete and realistic budget identifying how Council's subsidy will be expended and allowing for free entry to the playground during regular hours of operation. (b) Capacity to promote and link participant's families with local and relevant human and community services. (c) Capacity and experience in brokering partnerships with other service providers and community organisations. 	25 %

How to Apply

1. Confirm your organisation's eligibility to apply.
2. Discuss your application with the contact officer – Nona San Pedro, Coordinator Connie Benn Centre, by email: nona.sanpedro@yarracity.vic.gov.au or phone: 9426 1510.
3. Consider the assessment criteria and prepare your application, including all supporting documentation.
4. Prepare and submit your application online.

Using SmartyGrants®

Applicants for the Fitzroy Adventure Playground Community Grant are required to submit their applications and supporting documentation using the online form.

The online form can be found on the following website <https://cityofyarrasmartygrants.com.au/>

Your application must be completed online and returned to at any time to view your application, but once it is submitted it cannot be changed.

Applications should not be submitted until they are fully completed.

When you submit your application, you will receive an automated email acknowledging that your application has been received with a copy of your application attached. This will be sent to the email used to register on SmartyGrants. If you do not receive this email of receipt your application has not been submitted. City of Yarra staff cannot view applications that have not been submitted.

Attachments and Support Material

- Consulted with Council's contact officer for this program grant
- Proof the applicant is a not-for-profit organisation either registered as a charity, public benevolent institution or have DGR status
- ABN
- Proof that your organisation is located in Yarra and/or has at least five years' experience delivering programs in Yarra
- Certificate of public liability insurance
- Child Safe Policy or Commitment Statement
- Site Management Plan
- Program Plan (or document showing proposed approach to programming)
- Evaluation Framework
- Budget

Please note, the maximum attachment size in SmartyGrants is 25MB.

Terms and conditions

For all applicants

- This is a competitive grant program, and the funding allocation is awarded on the merit of the application.
- The total funding available to this grant program is up to \$150,000 plus CPI per annum (up to 3 years) and funding in years 2 and 3 is subject to Council's annual budget process.
- Council reserves the right to request further information in considering applications. If deemed necessary, applicants may be required to discuss or clarify their application with Council officers and/or provide further written information within a specified timeframe.
- Canvassing or lobbying of Councillors, council employees or independent assessors in relation to this grant program is prohibited. Lobbying or canvassing relevant officers may result in your application being deemed ineligible.
- For the protection of grant applicants and those involved in the assessment process, all Council officers and community members involved in the assessment process are required to declare their interest prior to assessing any grant applications or reviewing project evaluations and reports. The process ensures that a clear or perceived conflict of interest is promptly identified and addressed. In the event of a conflict of interest, the person will not participate in any discussion or decision relating to the nominated item(s) of conflict.

- A Council Report on the recommended funding allocation is presented to Council for their consideration. The decision to award the grant is made by Council and Council's decision is final. There is no appeals process.

Successful applicant

The successful applicant must:

- Enter into a Crown Land lease with Yarra Council for the use of the Fitzroy Adventure Playground. Applicant is responsible for obtaining own legal advice if required.
- Use the grant funding for the stated purpose for which the funding was awarded unless further written permission has been obtained by Council before the program commences.
- Enter into a Funding and Service Agreement with Council (further information below)
- Demonstrate satisfactory performance and adherence to all grant conditions.
- Meet monthly with the contract manager and other officers, as necessary, to inform Council's understanding of the program and participation.
- Comply with all relevant State and Federal government legislation pertaining to the funded activity. Staff and volunteers working with children must obtain working with children checks.

Funding and Service Agreement

- The Agreement must be completed, signed and returned by the specified date for the funding to be released.
- The Agreement
- Establishes a collaborative partnership between Council and the applicant
- Outlines the roles and responsibilities of Council and the applicant in the provision and use of funding allocated under the Agreement
- Includes general funding Terms and Conditions and may include specific conditions relating to the delivery of the program funding.

Insurance

The successful applicant must keep current during the period of the Agreement, a public liability insurance policy for a minimum of \$10 million and WorkCover insurance.

- The public liability insurance scheme insures Council and the recipient against all actions, costs, claims, charges, expenses, and damages whatsoever which may be brought or claim or claimed against them arising out of, or in relation to, the Fitzroy Adventure Playground.
- A copy of the Certificates of Currency must be provided to Council before commencement of funded program.

Acquittal and Evaluation

This will be determined in the funding agreement, but Council will require a yearly progress report through SmartyGrants and a final evaluation of the three-year program within two months of the program's completion. Please keep receipts for expenditure items over \$200 to upload into your online acquittal.

Marketing

The funded applicant will acknowledge of Yarra Council's contribution and support in all publicity and written material produced for public distribution about the funded program at the Fitzroy Adventure Playground and provide copies of promotional material.

For More Information

Contact: Nona San Pedro, Coordinator Connie Benn Centre, by email: nona.sanpedro@yarracity.vic.gov.au or phone: 9426 1510.