



# Friends of the Fields

ESSENDON FIELDS COMMUNITY GRANTS PROGRAM



Round 3  
Funding Guildines | 2023

**E** ESSENDON  
FIELDS

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# ABOUT THE PROGRAM

Established in 2021, the Essendon Fields Communities Grant program provides grants to not-for-profit organisations to improve interaction and further develop ongoing relationships between Essendon Fields, Essendon Airport and the local neighbouring suburbs.

The objectives of the program are to assist not for profit community organisations to :

- Upgrade equipment essential to carry out roles/activities of the organisation
- Upgrade and improve site environments
- Provide opportunities for further youth development activities
- Enhance student knowledge and growth of the airport activities

We've developed the program to support people who continue to make the local area a great place to live, work and play. Since 2021 over \$120,000 has been granted to recipients in suburbs surrounding Essendon Fields Airport.

Round Three Grants are available to community groups, social enterprises and not-for-profit organisations located in:

Aberfeldie  
 Airport West  
 Essendon  
 Essendon North  
 Glenroy  
 Gowanbrae  
 Moonee Ponds  
 Niddrie  
 Oak Park  
 Pascoe Vale  
 Pascoe Vale South  
 Strathmore  
 Strathmore Heights



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## TIMING FOR GRANT APPLICATIONS

ACTIVITY	TIMEFRAME
Organisations invited to apply for a Round Three Grant	2 October 2023
Round Three Applications close	15 November 2023
Assessment of Round Three applications	November 2023 - December 2023
Notification of successful applications	January 2024
Round Three Grant Payments made	February 2024
Anticipated Fourth Round Opens	October 2024



## GRANT AMOUNT AND GRANT PERIOD

### AMOUNT

Essendon Fields has a total of \$80,000 for third round of community grants or in-kind support to be allocated to successful not-for-profit applications.  
The grant amounts will be:

Up to **\$2,000** for smaller projects and activities

Up to **\$5,000** for larger projects

### PROJECT PERIOD

The maximum project completion period is for one year

## ELIGIBILITY CRITERIA

- Applicants must have an ABN
- Applicants must be a not-for-profit organisation
- Joint applications will be accepted, provided a lead applicant is the main driver of the project
- To ensure a wider distribution of funds across the community, recipients of previous funding rounds are ineligible to apply
- Applicants must be based and perform their project activity within the suburbs nominated on Page 3



## WHAT THE MONEY CAN BE USED FOR

### TO BE ELIGIBLE YOUR PROJECT MUST:

- Provide a community benefit
- Be completed within 12 months of receiving grant funding
- Enhance and promote youth activities or developments
- Help organisations support the efforts of volunteers activities
- Be based in the neighboring suburbs of Essendon Fields

## HOW TO APPLY

### BEFORE APPLYING, READ AND UNDERSTAND THE GUIDELINES

Only one application per organisation may be submitted

- Complete the application form, available to download via [ef.com.au/communityengagement](https://ef.com.au/communityengagement)
- Provide all information requested
- Address all eligibility criteria
- Include any attachments/outlines of the project
- Substantiate your project costs
- Email your completed application to **communitygrants@ef.com.au**

Ensure your application is complete and accurate. Giving false or misleading information is a serious offence.

If you require assistance with your application please call the EF Community Grants Liaison Jan Chantry on 0411 704 625 or email **communitygrants@ef.com.au**.



## GRANT SELECTION APPLICATION

Apply for any one of the category areas for funding and submit the online application form.

Each application will be assessed for completeness. To be recommended for funding, projects must provide value for money and be considered a proper use for a community activity.

The selection process is discretionary and judged by a selection committee, which includes members of the Essendon Fields Management Team and a community representative.

## NOTIFICATION OF APPLICATION OUTCOME

All application outcomes will be advised by email.

## SUCCESSFUL GRANT APPLICATIONS

An agreement letter will be issued to successful applicants who need to sign and return to Essendon Fields as verification of your acceptance within 30 days of the letter date or the offer may lapse.



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## ANNOUNCEMENT OF GRANTS

Non sensitive details of successful projects will be published in the Essendon Fields website, social media channels and email newsletter listing organisations and the title and description of your project.

## HOW WE MONITOR YOUR GRANT ACTIVITY

Applicants must advise Essendon Fields if anything is likely to affect your project or organisation ie. any key changes to your organisation must be shared with the committee, particularly if they affect your ability to complete a project.

## PROBITY

Essendon Fields will ensure the grant process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities or any other inappropriate conduct. Applicant details will be kept confidential and not be disclosed to any unauthorised persons or external organisations.







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TO APPLY VISIT

[ef.com.au/communitygrants](https://ef.com.au/communitygrants)