

**Community  
Connect**

**INVESTMENT PROGRAM**



# Application and Funding Guidelines

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# Community Connect

## 1. Introduction

### 1.1. Purpose and Objectives

Randwick City Council is committed to empowering our local communities through investing in ideas, initiatives and services which are inclusive, needs-based, impactful and create a 'sense of community'.

The Community Connect investment stream offers funding and fee support (waivers) for activities, projects and events which enrich the lives of Randwick residents through enhancing social connection and inclusion.

#### Objectives

- To increase community participation and capacity
- To increase social cohesion, a sense of belonging and connection to place and person
- To increase trust and understanding across diverse communities
- To increase volunteering opportunities and community participation
- To encourage healthy and active lifestyles

Community Connect is aligned to Council's [Inclusive Randwick Strategy](#).

### 1.2. Funding Options

Description	Cash + optional Fee Support	Fee Support only
	<ul style="list-style-type: none"><li>• <b>Cash</b>, with fee support when related to cash projects</li></ul>	<ul style="list-style-type: none"><li>• <b>Fee support</b> only</li><li>• Full or partial waiving of fees for the hire of Council venues, facilities, and services, including the cost of:<ul style="list-style-type: none"><li>○ Venue hire</li><li>○ Open space and beach hire</li><li>○ Street banners</li><li>○ Road closures</li><li>○ Waste services</li><li>○ Lifeguard services</li><li>○ Nursery (plant donations)</li></ul></li></ul>
Frequency	3 rounds per year	Open all year round
Budget	\$180,000 per year	
Funding limit	\$10,000 per application	

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## 2. Application and Assessment

### 2.1. Eligibility

- Not-for-profit organisations
- Community and/or volunteer groups and associations
- Social enterprises
- Individuals and sole traders, **when auspiced by a not-for-profit organisation**
- Applicants must be located within the boundaries of the Randwick LGA and/or principally servicing Randwick residents.

### 2.2. Exclusions

- State or Federal Government departments
- Schools, TAFEs, colleges and universities (P&C or student associations may apply)
- Political parties
- Applicants with outstanding or unsatisfactory acquittals relating to funding previously received from Randwick City Council

The Community Connect stream does not fund:

- Bonds for venue hire
- Activities that have already occurred (no retrospective funding)
- General operational expenses (e.g., rent, staff wages, insurance, conferences)
- Requests for individuals to attend forums, workshops, conferences, training courses, competitions, or similar

### 2.3. Assessment Criteria

Applications are assessed competitively. Due to demand for Community Connect funding consistently exceeding the available budget, not all eligible applications are successful.

The assessment panel may also decline to recommend expending all available funds and instead recommend that Council roll over funds to a subsequent round if the remaining applications are considered as lacking sufficient merit to warrant funding under the assessment criteria despite being otherwise eligible

Cash + optional Fee Support	Fee Support only
<ul style="list-style-type: none"><li>• Capacity to enhance community connection and social cohesion</li><li>• Evidence of ability to deliver the project</li><li>• Capacity to enhance participation and foster inclusion for diverse communities</li><li>• Capacity to measure community impact and evaluate the project's outcomes</li><li>• Evidence of a realistic budget</li><li>• Value for money</li></ul>	
<ul style="list-style-type: none"><li>• Capacity to meet acquittal requirements, including evidence of expenditure</li></ul>	<ul style="list-style-type: none"><li>• A demonstrated financial need for reduced/waived fees (based on organisational size):</li></ul>



	Small	Annual revenue under \$500,000
	Med	Annual revenue of \$500,000 or more, but under \$3 million
	Large	Annual revenue of \$3 million or more
<i>*Priority for Fee Support is given to small and medium-sized organisations</i>		

## 2.4. Process

Frequency	Community Connect (Cash)	Community Connect (Fee Support only)
	<ul style="list-style-type: none"> <li>3 rounds of funding per year (See the <a href="#">Randwick Council website</a> for round dates – as this can vary year on year)</li> </ul>	<ul style="list-style-type: none"> <li>Open all year round (or until budget is spent)</li> </ul>
Application Process	<ul style="list-style-type: none"> <li>All applications are made online via SmartyGrants. A link will be made available on Randwick Council's website.</li> <li>Council reserves the right to transfer applications to the Creative funding stream if deemed more appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>All applications are made online via SmartyGrants.</li> <li>The application link will be available on Randwick Council's website from 1 July of each year. It will remain open for 12 months <b>or until the budget is expended.</b></li> </ul>
Timing	<ul style="list-style-type: none"> <li>Each round remains open for applications for a period of 4 weeks. <i>Late applications are only accepted in exceptional circumstances.</i></li> <li>Applicants can expect to be notified of the outcome of their application approximately 6 weeks <b>after the round's closing date.</b></li> </ul>	<ul style="list-style-type: none"> <li>Applications are open all year round <b>or</b> until the annual budget is expended.</li> <li>Applications should be submitted 4 weeks prior to the date required.</li> <li>Applications are assessed weekly.</li> <li>Applicants can expect to be notified of the outcome of their application within 2 weeks of submission.</li> </ul>
Delivery Period	<ul style="list-style-type: none"> <li>6 months</li> </ul>	<ul style="list-style-type: none"> <li>12 months</li> </ul>
Assessment and approval process	<ul style="list-style-type: none"> <li>Eligible applications are reviewed by an Assessment Panel.</li> <li>All funding recommendations are reported to Council for final approval.</li> </ul>	<ul style="list-style-type: none"> <li>Applications are assessed and approved by delegation of the General Manager.</li> <li>If approved, the applicant may receive full or partial Fee Support.</li> </ul>

<b>Fee Support quotes and availability</b>	<ul style="list-style-type: none"> <li>Requests for cash only are <b>not</b> required to produce quotes at the point of application, though a detailed budget must be included.</li> <li>For applications which include a Fee Support component, please follow the adjacent process regarding quote requirements.</li> </ul>	<ul style="list-style-type: none"> <li><b>Prior to application</b>, the applicant <b>must</b> contact the relevant Council Department to confirm availability and secure a quote.</li> <li>A copy of the quote must be attached to the application.</li> </ul> <p>See Department contact details in the table below.</p>
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Venue name	Booking contact details
Parks, beaches, or reserves	Ph: 9093 6539
Sports fields	E: <a href="mailto:sportsfieldbookings@randwick.nsw.gov.au">sportsfieldbookings@randwick.nsw.gov.au</a>
<b>Council's halls and rooms, including:</b> <ul style="list-style-type: none"> <li>Burnie Park Community Centre</li> <li>Clovelly Senior Citizens Centre</li> <li>Coogee East Ward Senior Citizens Centre</li> <li>Kensington Park Community Centre</li> <li>Maroubra Senior Citizens Centre</li> <li>Totem Hall</li> </ul>	<b>Contact the Customer Service desk on:</b>  1300 722 542
Randwick Town Hall	Ph: 9093 6827
Prince Henry Centre	Ph: 9093 6200
Randwick Community Centre	Ph: 9093 6200
Des Renford Aquatic Centre	Ph: 9093 6300
Library Meeting Rooms	Ph: 9093 6400
Randwick Literary Institute	Ph: 9093 6140
Street Banners	Check fees listed here: <a href="http://www.randwickcity.nsw.gov.au/street-banners">Street banners - Randwick City Council (nsw.gov.au)</a> and call 9093 6820 to make a booking
Nursery	Ph: 9093 6250

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## 3. Acquittal details

### 3.1. Conditions, reporting and acquittal

- Recipients of cash funding must provide Council with an invoice prior to payment. All recipients must sign and adhere to a funding agreement.
- Any significant change to the purpose of the original funding, including but not limited to the delivery period, location, or activity, must be approved by Council officers prior to the change being implemented.
- Recipients must acknowledge Randwick City Council's contribution to their project. This may be through communications, promotional material, and by extending an invitation to the Mayor for any funded event, launch or activity (where appropriate).
- Recipients (except Fee Support recipients) must provide an 'End of Project' acquittal report. A template will be provided by Council.
- Any unspent monies must be returned to Council as soon as the project has been finalised.

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## 4. Enquiries

All enquiries should be directed to:

**Susanna Susic**

Grants and Administration Officer

**Tel:** 9093 6677

**Email:** [susanna.susic@randwick.nsw.gov.au](mailto:susanna.susic@randwick.nsw.gov.au)

**Web:** <https://www.randwick.nsw.gov.au/community/grants-and-awards/community-investment-program>