



# Neighbourhood Matching Grants

## Guidelines

**Applications open all year round**

**Application Enquiries:**

**Community Grants ☎ 9518 3649**

**National Relay Service ☎ 1800 555 660**

To apply and to find out more please visit:  
[www.monash.vic.gov.au/About-Us/Awards-Grants](http://www.monash.vic.gov.au/About-Us/Awards-Grants)

## What are Neighbourhood Matching Grants?

Monash Neighbourhood Matching Grants support community driven one-off projects that are planned, delivered and managed by and for the neighbourhood community.

## Who can apply?

Monash Neighbourhood Matching Grants are for small groups of neighbours who live in the City of Monash and come together with a good idea on how they can improve their neighbourhood.

The Monash Neighbourhood Matching Grants considers 'neighbourhood' as 'the area that surrounds someone's home'. So if you are an applicant, your neighbourhood is your block or street and the immediately surrounding area.

Please note that the grants are not for established organisations and community groups because they can get support via other Council or government funding. Grant recipients with outstanding acquittals will not be considered for further Council funding until all past grants are acquitted satisfactorily.

This grant program is for one-off community projects. Recurrent projects will not be funded.

Not sure if you are eligible? Contact Council's Grants team on 9518 3531 or [monashgrants@monash.vic.gov.au](mailto:monashgrants@monash.vic.gov.au)

## How much funding is available?

Allocations for Monash Neighbourhood Matching Grants will be for up to \$2,000. The applicant will need to 'match' the requested amount via voluntary hours and donations.

Council has allocated \$20,000 to this grant program each financial year.

## What can be funded?

- Materials, equipment and other items essential to the project that will not become private or individual assets;
- Professional service fees where expertise is necessary for the success of the project;
- Small improvements to public spaces – subject to relevant Council permits and policies;
- Printing, advertising, translations and promotional costs; and
- Costs incurred in hiring a venue (excluding costs associated with the rental of business premises)

## What cannot be funded?

- Projects in breach of Council policy or illegal activities;
- Projects that do not require funding in order to be achieved or ongoing program / services;
- Capital improvements to private property or business development;
- Projects that do not involve immediate benefit to the neighbourhood beyond benefit to the applicants;
- Projects that duplicate existing public or private programs;
- Expenditure or financial commitments made prior to Neighbourhood Matching Grants approval;
- Website development or maintenance;
- Administration fees; and
- Professional service fees if the professional service provider is part of the neighbourhood group

## What type of projects can be funded?

Monash Neighbourhood Matching Grants support new projects that make a positive impact on our neighbourhood community by:

- improving the appearance or use of shared space;
- building social connections;
- sharing resources and ideas; and
- supporting neighbourhoods to undertake environmental projects.

Do you have a good neighbourhood project idea? Contact Council's Grants team on 9518-3531 or [monashgrants@monash.vic.gov.au](mailto:monashgrants@monash.vic.gov.au) to discuss further.

## Selection Criteria

### 1. Neighbourhood Benefit

Projects are assessed on their ability to make a positive impact on local people in a neighbourhood. If your project addresses a shared problem or concern in your neighbourhood, this should be clearly identified in your application.

### 2. Participation

Projects need to be designed and managed by a group of local people who live in the neighbourhood. The more people involved, the stronger the application. Tips on how to share your idea with your neighbours are available on the Neighbourhood Matching Grants tip sheet.

### 3. Matching Grant Request

The Monash Neighbourhood Matching Grants support the active participation and commitment of neighbours working together. A matching grant request means that the level of the group contribution (financial and/or volunteer labour) to the project must match the funding amount the group is requesting. Volunteer labour is valued at \$20 per hour.

### 4. Project Management

Successful projects are realistic and achievable, and demonstrate a well-considered and ready for implementation proposal with clear outcomes. Projects should be sustainable in terms of ownership, maintenance and use. All grant recipients must submit an End of Project Report.

## Application Process

Applying for a Monash Neighbourhood Matching Grant is as simple as following these three steps:

#### Step 1: Read

Read the [Neighbourhood Matching Grants Guidelines](#)

#### Step 2: Chat

Chat to your neighbours about your idea and find people who want to work together. Contact Council's Grants Team to chat about your idea and ensure it fits the eligibility and selection criteria. We can help you with plans, permissions and the application process.

#### Step 3: Apply

Complete all questions on the application form and include all information requested.

Applications will be accepted throughout the year until the budget is fully allocated.

## Assessment Process

Applications will be taken throughout the year via Council's on-line grants software. Applications will be very simple and will be assessed by Council Officers against the selection criteria listed above. The four criteria will have equal weighting.

Council's Grants Evaluation Panel will finalise their decision for each application once a report has been provided by Council Officers which is inclusive of an application summary, Council Officer Weighted Assessment Criteria and final recommendations. An evaluation panel meeting will not be required; all assessments will take place online via email communication. Council's Grants Evaluation Panel will prepare a report to Council for endorsement of all recommendations for Neighbourhood Matching Grant Funding.

At any time throughout the assessment process applicants may be asked to provide additional information or documentation to further demonstrate how the project meets the selection criteria.

All decisions regarding applications are final.

This assessment process will continue until the allocated budget has been expended.