

Biannual Grants, Round 1 2026/27

Form Preview

Important information

* indicates a required field

Before completing this application you must read the [Biannual Community Grants Guidelines](#) to check you are eligible and have all required documentation.

Contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au if you need help to complete this form, or wish to discuss your project.

If you have a disability and require assistance to complete this form, contact the Grants team to discuss support options.

Applying for a Social Support grant?

Are you a volunteer-run community group or organisation seeking operational funding? Go to the form titled 'Social Support Grants Round 1 2026/27' which can be found on the [SmartyGrants Application page](#).

Documents you will need to upload to this application

Towards the end of this application form you will be asked to upload documents to support your application.

The attachments required will vary depending on which grant stream you are applying for. You can refer to the [Biannual Community Grants Guidelines](#) to find this information.

Attachments may include:

- Quotes for each budget item (compulsory for all applicants)
- Certificate of Incorporation (for not-for-profit groups)
- Public Liability Insurance Certificate of Currency
- Most recent Profit & Loss statement if the applicant is a business or an incorporated group
- Letter of Support from Auspice if applicant is not incorporated or does not have an ABN
- Permits and/or plans for works for capital works, building improvements or community events
- Letter from land owner for capital works
- Supporting documentation that may strengthen your application (e.g. business or marketing plan, letters of support, photos, maps, project plan, case study, participant biographies, etc.)

How are applications assessed?

Applications are assessed competitively by the Advisory Committee based on the assessment criteria outlined in the [Biannual Community Grants Guidelines](#).

Summary of assessment criteria:

- **Need:** why the project is needed, important and justified.

Biannual Grants, Round 1 2026/27

Form Preview

- **Benefit:** how the project will benefit the Moonee Valley community and intended participants.
- **Delivery:** skills and experience to deliver the project and sound financial management.

Essential Reading

It is essential to download the Biannual Community Grants Guidelines to review the eligibility criteria relevant to the grant stream you are applying for.

- [Download the Biannual Community Grants Guidelines](#)

If you are unsure about the eligibility of your grant project after you have read the Guidelines please contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au.

Eligibility

I confirm that I have read the Biannual Community Grants Guidelines and my grant project meets the eligibility criteria *

Yes

If your application is deemed ineligible, it will not proceed for assessment. To avoid an unsuccessful outcome we encourage you to contact the Community Grants team if you are unsure about your project eligibility.

Support for your application

The Community Grants team can connect you with Council Officers from various areas, who may be able to help you develop your project concept and confirm that your project is unique within Moonee Valley. Council business areas include:

- First Peoples Reconciliation
- Arts, Culture and Place (Festivals and Events)
- Economic Development (Businesses)
- Family and Children Services
- Sports and Recreation
- Sustainability
- Young, Inclusive and Ageing Communities (Disability support, Community wellbeing)

If your application involves [permits](#) or improvements to land/buildings allow time to obtain these before the submission due date as permissions must be attached to your application.

Contact the Community Grants team on 9243 1664 or communitygrants@mvcc.vic.gov.au for area specific contact details.

Council Officer Contact

Did you discuss your application with a Council Officer? If yes, please provide their names:

Biannual Grants, Round 1 2026/27

Form Preview

Applicant Details

* indicates a required field

Type of applicant

Are you applying as: *

- Organisation / Community Group (Incorporated or other legal status)
- Organisation / Community Group (Not incorporated with an Auspice agreement)
- Individual with an Auspice agreement
- Business / Sole Trader (located, operating or intending to start in the City of Moonee Valley)

If you are applying as an organisation, community group or individual and you are not incorporated, you **MUST** have an auspice. For information about incorporation and auspices, please refer to the Community Grant Guidelines.

Applicant Contact Details

Applicant Name (Name of Organisation/ Business/ Community Group/ Individual) *

Organisation Name

Applicant Address

The registered address of the applicant organisation. Note no correspondence will be sent to this address.

Applicant Website (if applicable)

Application Contact Person

Please list the details for the **main contact person** for this grant application.

Application Contact Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position in the Organisation/ Business/ Community Group *

For example: Volunteer, Secretary

Biannual Grants, Round 1 2026/27

Form Preview

Postal Address *

Address

Any postal correspondence related to this grant application will be sent to this address

Phone Number *

Email Address *

All email correspondence related to this grant application will be sent to this address

Do you identify as Aboriginal or Torres Strait Islander? *

Please let us know who your mob is

ABN

Do you have an Australian Business Number (ABN)? *

Yes

No

An ABN is mandatory for Business Projects grant applicants.

Please provide ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Auspice Details

* indicates a required field

Auspice Organisation Contact Details

If you are a community organisation/group that is incorporated, return to the start of this form and select the correct applicant type.

Community Groups and individuals who are not incorporated must have an auspice to be eligible to receive a Biannual Grant.

An auspice acts as a guarantor for your project and can offer additional support to ensure the project is delivered on time, within budget and achieves the agreed outcomes. Depending on your auspice arrangement, funds will go into either your bank account or the auspices bank account. You must take care to establish who will receive funds and nominate the correct bank account.

The Auspice must provide a 'Letter of Support' confirming their understanding and agreement to auspice your project. This Letter must be on a formal letterhead and be signed by an Auspice representative with the authority to enter into an Auspice Agreement. The letter will be uploaded in the 'Required Documentation' page of this application form.

Read our [Auspice Guide](#) for more information about auspices.

Auspice Organisation Name *

Organisation Name

Auspice Address *

Address

Auspice Contact Person Name *

First Name

Last Name

Auspice Phone Number *

Auspice Email Address *

Auspice Website (if applicable)

Must be a URL.

Auspice Australian Business Number (ABN) *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Biannual Grants, Round 1 2026/27

Form Preview

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Project Details

* indicates a required field

Biannual Community Grant Streams

Eligibility criteria for each grant stream is detailed in the [Biannual Community Grant Guidelines](#). In this Application form you can apply for the following grant streams:

First Peoples Grant - up to \$10,000

- First People-led projects that celebrate culture and promote opportunities for self-determination within Moonee Valley
- Eligible only to First Peoples and First People-led organisations or businesses with a demonstrated connection to Moonee Valley

Community Projects Grant - up to \$10,000

- One-off community projects and pilot programs and small capital works
- Eligible only to not-for-profit organisations and community groups (incorporated or with auspice)

Climate Action Grant - up to \$2,000 (Urban Greening & Climate Resilience projects) or up to \$10,000 (Energy transition projects)

- Renewable energy transitions and community projects promoting climate resilience
- Note: Eligible only to not-for-profit organisations and community groups (incorporated or with auspice)

Arts & Events Grant - up to \$10,000

- Arts projects and events or festivals that benefit the Moonee Valley community
- Eligible only to individuals with an auspice or not-for-profit organisations and community groups (incorporated or with auspice)

Business Projects Grant - up to \$5,000

- Business-led projects that benefit the wider community and encourage local patronage
- Energy transition projects (including installing solar panels, replacement of gas with energy efficient appliances, professional energy audits).

Biannual Grants, Round 1 2026/27

Form Preview

- Eligible only to businesses, trader associations, social enterprise and sole traders
- Note: Business and sole trader applicants can only apply in the Business Projects Grant stream (excluding First Peoples-led businesses).

Select the grant stream you are applying for: *

- First Peoples Grant
- Community Projects Grant
- Climate Action Grant
- Arts & Events Grant
- Business Projects Grant

It is very important to select the correct grant stream or your application may be deemed ineligible. Contact the Community Grants team on 9243 1664 if you are unsure.

Project Title *

Must be no more than 10 words

Provide a brief description of the project in 1 or 2 sentences *

Word count:

Maximum 50 words. This summary will be used to briefly describe your project to Council and may be used in publications. Include your project activities, the target population and anticipated outcome. For example, "Gardening education program for young people to promote sustainability and healthy eating".

Provide a detailed description of your proposed project: *

Word count:

Maximum 250 words. Outline the core details of your project. Try to include the "what, when, who, why, where, how" of your project / activity. This answer should summarise the core purpose of your grant project and the activities you plan to deliver.

Project dates

Grant projects must take place after the grants are awarded and be completed within 12 months.

Successful grants in this Biannual Round will be announced at the end of November 2026. Projects can start from December 2026 (or later) and must be completed by 31 December 2027.

Project Start Date *

Must be a date and no earlier than 1/12/2026.

Project End Date *

Must be a date and no later than 31/12/2027.

Biannual Grants, Round 1 2026/27

Form Preview

Project timeline

Demonstrate how you propose to deliver your project within the 12 month time-frame. If dates are approximate, write 'date is approximate' within the line description.

Select 'Add More' to add more rows, or leave blank any rows that are not required.

**Outline each key step you will undertake Date commencing:
to deliver your project:**

Project Location

Your grant project/event/activities must:

- Take place within Moonee Valley, or
- Support a community group that operates within Moonee Valley, or
- If you are a Business Projects Grant applicant, the business benefiting from the grant must be located within Moonee Valley.

Read the 'Eligible locations' section of your grant stream in the [Biannual Community Grant Guidelines](#) to confirm your project meets this criteria.

You must list all ward/s where your project will have a positive influence for community. This includes:

- Ward where event / activities will be held
- Ward where community members participating are located
- Ward where your members reside etc.

If unsure which ward/s are relevant to your project you can type in the address/addresses within this [interactive map](#). Note: You must type in the full address. If the address you enter in the map is not within Moonee Valley it will not appear in the search results.

Select applicable ward/s: *

- | | | |
|---|---|--|
| <input type="checkbox"/> Airport Ward | <input type="checkbox"/> Milleara Ward | <input type="checkbox"/> Steele Creek Ward |
| <input type="checkbox"/> Buckley Ward | <input type="checkbox"/> Myrnong Ward | <input type="checkbox"/> Woodlands Ward |
| <input type="checkbox"/> Canning Ward | <input type="checkbox"/> Queens Park Ward | <input type="checkbox"/> All wards |
| <input type="checkbox"/> Fairbairn Ward | | |

Contact the Community Grants team if you are unsure about which ward/s to select.

Specific address or location of your project

For example: name of local neighbourhood centre, address of event, business name, etc.

MV2040 Vision - Communities of Focus

Biannual Grants, Round 1 2026/27

Form Preview

The MV2040 Vision has identified communities of focus, recognising there are members of our community who experience disproportionate levels of disadvantage. The Assessment Panel will prioritise projects that meet the needs of these communities.

For example, your project may be designed for a certain age group, people from culturally and racially marginalised (CARM) backgrounds or people with a disability.

CARM = Culturally and racially marginalised

LGBTIQA+ = This stands for Lesbian, Gay, Bisexual, Transgender, Intersex, Queer or Questioning, Asexual, as well as non-binary, ace, gender diverse and any other gender and sexual identities that are not heterosexual or cisgender.

MV2040 Strategy - Focus Communities *

- | | |
|---|---|
| <input type="checkbox"/> First Peoples: These include Aboriginal, Torres Strait. | <input type="checkbox"/> People living on low and/or insufficient incomes |
| <input type="checkbox"/> Culturally and racially marginalised (CARM) people | <input type="checkbox"/> Children (aged 0-15) |
| <input type="checkbox"/> People living with disability, mental illness, chronic illness or who are neurodivergent, and their carers | <input type="checkbox"/> Young people (aged 15-25) |
| <input type="checkbox"/> People who identify LGBTIQA+ | <input type="checkbox"/> Older people (aged over 65) |
| <input type="checkbox"/> People experiencing, or are at risk of, family violence | <input type="checkbox"/> No specifically encouraged groups |
| <input type="checkbox"/> People without stable housing, or experiencing housing stress | <input type="checkbox"/> Other: <input type="text"/> |

Community Projects

* indicates a required field

You must read the 'Community Projects' section in the [Biannual Community Grant Guidelines](#) before submitting this application.

What can you apply for?

- Delivering a one-off community project within Moonee Valley.
- Establishing a pilot program or new community group.
- Small capital works projects, provided there is a co-contribution from the grant applicant.

Funding Objectives

Objectives: to support community groups and organisations to deliver projects aligned to one of the six themes, Fair (Qeente Boordup), Thriving (Bandingith), Connected (Bebang), Green (Wunwarren), Beautiful (Ngaango gunga) and Trusted (Dharrndun) identified in Council's [MV2040 Community Strategy](#) that respond to:

- Strengthening wellbeing across the city, particularly for the 'Communities of Focus' identified in MV2040.
- Increasing community participation and access to information and services.

Biannual Grants, Round 1 2026/27

Form Preview

How will the project address the funding objectives outlined above? *

Word count:

Maximum 300 words. Identify which Funding Objectives your project relates to.

Need (30% weighting)

Demonstrate the need for the project. How do you know this project is needed in the community? *

Word count:

Maximum 300 words. How did you identify the need for this project? Have you consulted with the community? Does your project link to any Council strategies? Do you have any research/evidence to support your claims?

Who are the confirmed partners in the project and how will they work together? *

Word count:

Maximum 200 words. We recommend attaching a letter of support from all confirmed partners.

Benefit (40% weighting)

Who will benefit from your project in Moonee Valley? How will they benefit? *

Word count:

Maximum 300 words. Describe your planned outcomes: How will the Moonee Valley community benefit? Who are the key stakeholders, contributors, target groups or attendees? How does the project encourage community participation?

Estimate the number of people that will participate or benefit from the project *

Must be a number.

Estimate how many of these people will be residents of the City of Moonee Valley *

Must be a number.

Additional comments (optional):

Any further comments about your estimated number of participants mentioned above.

Delivery (30% weighting)

Describe your skills and ability to deliver the grant project. *

Biannual Grants, Round 1 2026/27

Form Preview

Word count:

Maximum 200 words. Demonstrate the skills and expertise you will bring to ensure this project is successfully delivered. Do you have skilled workers, volunteers or partners supporting your project? Have you delivered a similar project?

Do you have any other funding sources currently contributing to this project, and if so will they continue to support the project into the future? *

Word count:

Maximum 200 words. For example, have you undertaken any fundraising activities or received other grants or financial support for this project?

Business Projects

* indicates a required field

You must read the 'Business Projects' section in the [Biannual Community Grant Guidelines](#) before submitting this application.

The following entities, who have an Australian Business Number (ABN) and are located and operating in the Moonee Valley municipality, are eligible to apply:

- Business and Sole Traders (less than 50 equivalent full-time staff)
- Trader Associations
- Social Enterprises (as defined by [Social Traders](#))

Business Projects applicants must:

- Include evidence of co-contribution from the business (within the budget table), and
- Attach copies of any required licenses, permits and approvals from the Body Corporate/Landlord.

If your business cannot make a co-contribution due to financial hardship, talk to a Community Grant officer.

For specific queries contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au and we will put you in touch with our Economic Development team.

Eligible Projects

Refer to the [Biannual Community Grants Guidelines](#) for further information about the below eligible types of Business Projects. If you do not select the correct type of business project, your application will not proceed to assessment.

What type of Business Project are you applying for? *

- Larger beautification project - including all outdoor works

Biannual Grants, Round 1 2026/27

Form Preview

- Solar installation and energy efficient upgrades
- Collaborative project - including community events
- Community and inclusion project increasing access to services and/or events in Moonee Valley.

If your project addresses more than one of these objectives, select the most relevant. You can expand on any other objectives in extended responses below.

Larger beautification projects - including all outdoor works

These projects have benefit to the wider community such as public murals, outdoor dining improvements, accessibility and inclusion improvements, retail precinct upgrades, etc., in accordance with the [Footpath Trading and Parklet Guidelines and Policy](#).

Collaborative projects (including community events)

This includes the following:

- Networking and business workshops, local precinct promotions, and innovative collaboration between businesses
- Must be partnership, not simply purchaser/supplier

Collaborative business projects that cannot demonstrate a benefit to the broader community, or a collaboration that benefits at least two businesses equally, will not be considered eligible. For example, a supplier for the project is not considered an equal beneficiary to the project.

Solar installation and energy efficient upgrades

It is essential to discuss all energy transition projects with a Council Officer before applying to ensure you are using a suitably qualified supplier and the project is sound. Contact the Sustainability team via email environment@mvcc.vic.gov.au.

These works must not be supported by other State or Federal Government opportunities (including installing solar panels, replacement of gas with energy efficient appliances, professional energy audits).

You must select if you are undertaking a capital works project on the next page and complete the relevant sections.

Community and inclusion projects

These projects increase access to services and events in Moonee Valley. They can include community events, free or subsidised programs, accessibility upgrades to buildings or programs for patrons or staff (e.g. Auslan interpreters at events, accessible toilet upgrades).

Footpath Trading Policy

Biannual Grants, Round 1 2026/27

Form Preview

If you are applying for a larger beautification project you must be aware of the specific requirements under Council's Footpath Trading and Parklet regulations. These apply to:

- Public art
- Pots and planter boxes
- Advertising signs
- Portable heaters
- Parklet structures
- Café screens
- Tables and chairs
- Retractable awning and blinds
- Street stalls
- Umbrellas

Visit the [Footpath Trading and Parklets page](#) on Council's website for more information.

In some instances a permit may be required. The application process for permits is separate from this grants application process. For business permits or to find other types of permits available, visit [Council's website](#).

Need (30% weighting)

Describe why your project is needed in the Moonee Valley community. *

Word count:

Maximum 300 words. Describe the need for your project within the Moonee Valley community. Provide evidence where possible.

Benefit (40% weighting)

Describe how your project will benefit the broader Moonee Valley community? *

Word count:

Maximum 300 words. For example, will your project benefit other businesses in your ward, create employment opportunities or support the wellbeing of the community?

Delivery (30% weighting)

How will you deliver the project? How will you co-contribute to the project? *

Biannual Grants, Round 1 2026/27

Form Preview

Word count:

Maximum 300 words. Demonstrate the skills and expertise you will bring to ensure this project is successfully delivered. Have you delivered a similar project? Provide details of your co-contribution.

Will your project include a community event or festival? *

- Yes No

Arts & Events

* indicates a required field

You must read the 'Arts and Events' section of the [Biannual Community Grant Guidelines](#) before submitting this application.

What can you apply for?

- Arts projects that benefit the Moonee Valley community.
- Events & festivals that:
 - Are community focused and help build neighbourhood connections and inclusion.
 - Celebrate Moonee Valley's local identity and creatively use public space or non-traditional venues.
 - Demonstrate a high level of reach across the municipality.

All events and festivals applications will need to ensure any required event permits are secured or discussed with a Council Officer prior to applying. Visit Council's [events permits page](#) for more information.

For specific queries contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au and we will put you in touch with our Arts and/or Events team.

Does your project involve a community event or festival? *

- Yes No

Need (30% weighting)

Describe why your project is needed in the Moonee Valley community. *

Word count:

Maximum 250 words. Describe the need through evidence and/or connections/partnerships with local community.

Benefit (40% weighting)

Describe how the project will benefit the Moonee Valley community and intended participants. *

Biannual Grants, Round 1 2026/27

Form Preview

Word count:

Maximum 300 words. Describe your planned outcomes. Who are the key stakeholders, contributors, target groups or attendees? How does the project encourage community participation?

How many people do you hope to engage with during the project? *

Must be a number.

List any partners or collaborators you are working with including any locally based suppliers.

Word count:

Maximum 200 words. It is recommended to attach a letter of support from all confirmed partners as this will strengthen your application.

Delivery (30% weighting)

Describe the skills and experience you have to deliver this project. *

Word count:

Maximum 200 words. For example, have you delivered something similar before?

Do you have any other funding sources currently contributing to this project. If yes, will they continue to support the project into the future?

Word count:

Maximum 200 words. You must include any other funding sources as 'income' in the budget. For example, outline any fundraising, contribution from other grants or other financial support that you have received for this project.

Climate Action

* indicates a required field

You must read the 'Climate Action' section in the [Biannual Community Grant Guidelines](#) before submitting this application.

The funding objective of the Climate Action Grant category is to support community groups to help reach our target of zero net emissions for the community by 2040 through grants for community groups to:

Biannual Grants, Round 1 2026/27

Form Preview

- Reduce their emissions and energy costs through energy efficient transitions.
- Recognise and respond to the climate emergency support community climate advocacy.

What can you apply for?

There are two sub-streams of funding available:

1. Energy transition projects – grants up to \$10,000

Projects to reduce your carbon footprint through energy efficiency measures.

Project examples include:

- Installation of solar PV system, energy efficient LED lighting, cool roof, insulation and weather proofing of buildings.
- Professional energy audits for buildings.
- Replacement of gas with energy efficient electric appliances.
- Reducing emissions from food waste.
- Professional repair or maintenance of existing energy efficient equipment.

2. Urban Greening & Climate Resilience projects – grants up to \$2,000

Projects to build understanding, encourage sustainable behaviours and prepare for the impacts of climate change.

Project examples include:

- Collective community climate advocacy.
- Urban greening protecting biodiversity.
- Tree planting on privately owned land to increase canopy cover.
- Encouraging connections with nature.
- Community sharing, reuse and repair.
- Local food growing systems.
- Water saving and harvesting.

What Climate Action grant are you applying for: *

- Energy transition projects - up to \$10,000
- Urban Greening & Climate resilience projects - up to \$2,000

Energy transition

It is essential to discuss energy transition projects with a Council Officer before applying for a grant to ensure you are using a suitably qualified supplier and the project is sound. Before proceeding with this application contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au and we will put you in touch with our Sustainability team.

Any application in this category involving building improvements must:

- Secure permission from the landowner.
- Complete the Capital Works section of the online application form.

If you are undertaking a capital works project you must select 'Yes' on the next page.

Need (30% weighting)

Describe why your project is needed in the Moonee Valley community. *

Biannual Grants, Round 1 2026/27

Form Preview

Word count:

Maximum 300 words. Demonstrate the need through evidence and/or connections/partnerships with local community.

Benefit (40% weighting)

Describe how the project will benefit the Moonee Valley community and its intended participants *

Word count:

Maximum 300 words. Is there a measurable impact for local community? Will you use local suppliers or collaborators?

Delivery (30% weighting)

Describe the skills and experience you will bring to deliver this project. *

Word count:

Maximum 250 words. For example, have you delivered something similar before? Have you got skilled workers/volunteers/partners involved?

Do you have any other funding sources currently contributing to this project. If yes, will they continue to support the project into the future? *

Word count:

Maximum 200 words. Include a clear and accurate budget supported by quotes where necessary. Include any other funding sources as 'income' in the budget. For example, outline any fundraising, contribution from other grants or other financial support that you have received for this project.

How will you track your projects ability to build community understanding and encourage sustainable behaviours? *

Word count:

Maximum 200 words. For example, carrying out surveys or tracking attendance at your events.

Will your project include a community event? *

Yes No

First Peoples

* indicates a required field

Biannual Grants, Round 1 2026/27

Form Preview

You must read the 'First Peoples' section in the [Biannual Community Grants Guidelines](#) before submitting this application form.

The First Peoples Grant stream encourages First People-led projects that celebrate culture and promote opportunities for self-determination, in line with the State Government's Victorian Aboriginal and Local Government Strategy.

Who is eligible for this grant?

The First Peoples grant stream is for:

- First Peoples who live, work, or connect in Moonee Valley
- First People-led organisations or businesses with a demonstrated connection to Moonee Valley. If your organisation or business is not incorporated or does not have an ABN, you will need to apply with an auspice. See the Biannual Community Grants Guidelines for more information about auspices.

Funding Objectives

Projects funded under the First Peoples Grant stream must align with the Strategic Pillars detailed in the [Bagarru Bagarru Djerring Reconciliation Plan](#) ('The Plan') and the [Local Government Strategy \(The Strategy\) 2021-2026: A pathway to stronger partnerships](#).

Select the funding objective/s your project will address: *

- Pillar 1: Culture, respect and trust: Enhance awareness, celebration, and engagement with Aboriginal culture and language. Address discrimination and racism.
- Pillar 2: Awareness and engagement: Promote partnerships across community and government.
- Pillar 4: Governance and participation: Amplify Aboriginal voices and develop community leadership.
- Pillar 5: Economic participation: Support the growth of Aboriginal businesses and employment opportunities.
- Pillar 6: Health and wellbeing: Improve health and wellbeing outcomes for Aboriginal People.

You can select more than one. You will be asked to explain your selection in the next question.

Need (30% weighting)

Describe how your project addresses the funding objective/s selected above. Describe why the project is needed in Moonee Valley? *

Word count:

Maximum 300 words. Provide an explanation of how your project will contribute to achieving the selected funding objectives. Demonstrate the need of the project through evidence and/or connections/partnerships with local community.

Benefit (40% weighting)

Describe how your project will benefit the Moonee Valley community. *

Biannual Grants, Round 1 2026/27

Form Preview

Word count:

Maximum 400 words. For example, how will your target audience benefit from the project? Do any local partners or collaborators also benefit from the project? What will be the impact of your project?

Delivery (30% weighting)

Describe your ability to deliver this project. *

Word count:

Must be no more than 400 words.

Demonstrate how you have the skills and expertise to deliver this project. For example, have you delivered something similar before? Have you got skilled workers/volunteers/partners involved? It is recommended to attach a letter of support from all confirmed partners as this will strengthen your application.

Will your project include a community event? *

Yes No

Event Permits

* indicates a required field

Event Permits

All community events and festivals projects will need to ensure any required event permits are secured with a Permits Council officer **prior** to submitting this grant application.

Visit the [events permits](#) page on Council's website or contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au and we will put you in touch with our Permits and/or Events team.

Is your event taking place in Council managed land, such as a park or street? *

Yes No

Provide details and the status of your permit application. Is it submitted, approved, in discussion? *

Attach a detailed event or festival plan: *

Attach a file:

Accessibility

Biannual Grants, Round 1 2026/27

Form Preview

Accessibility

Community events are an integral part of the City of Moonee Valley, and it is important that everyone in the community is able to join in, and that diversity is valued and embraced.

If you would like more information on how to make an accessible event, see Council's [Include Everyone](#) tips.

Does the event or festival have broad appeal and accessibility? Does it encourage inclusion of people who may face barriers to participation? *

Word count:

Maximum 200 words. Outline how you will create an accessible event or festival.

Capital Works

* indicates a required field

Capital works refers to works or undertakings to create a new asset or space, or to change the use, function or layout of an existing asset or space. For example:

- Renovations, minor or major.
- Building / construction works.
- Any new fixtures (such as solar panels, awnings or air conditioning).

Any applications involving capital works or change to open space must be discussed with a Council Officer before submitting this application form. You must allow sufficient time for your capital works request to be reviewed by Council.

Check the [Biannual Community Grants Guidelines](#) for further information.

Does your project include any improvements on any land or facilities? This includes renovations, building works, upgrades to facilities, energy transitions, solar panel installation, etc. *

Yes

No

Additional assessment for capital works applications

The grants process is completely separate from planning and building permit processes and must be undertaken separately. Approval of grant funds for an application involving capital works does not imply Council planning approval. Grant payment will be pending approval of any permits required, such as building or planning permits.

Projects carried out on Council land or buildings will be subject to approval to ensure Council's quality standards are met. You must have discussed your project with a Council Officer.

For specific recreation facilities queries contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au and we will put you in touch with our Sports and Recreation team.

Does your project include any improvements on Council owned land or facilities? *

Biannual Grants, Round 1 2026/27

Form Preview

Yes

No

Have you included a co-contribution from the business in the budget? *

Yes

No

Business Projects Grant applicants must include a co-contribution from the business. The project cannot be 100% funded by Council, or by a Council grant and another external revenue source.

Explain why you are not contributing to the project.

If your business cannot make a co-contribution due to financial hardship, contact the Community Grants team.

Council Owned Facilities

- Plans of the proposed project must obtain written in-principle approval from Council prior to the submission of the application.
- Quotes must be obtained from Council-approved contractors and attached to this application form.

Contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au if you would like to be connected with a business area to seek Council approval for your project.

If your project includes building works or renovations, attach proposed plans for works:

Attach a file:

Attach written in-principle approval from Council: *

Attach a file:

Non-Council Owned Facilities

If building or renovating, attach proposed plans for works:

Attach a file:

If you are not the land owner, attach written in-principal support from the landowner/landlord:

Attach a file:

If you have an asbestos report for the property, attach here:

Attach a file:

Biannual Grants, Round 1 2026/27

Form Preview

Do you agree to provide ongoing maintenance of the asset? *

Yes

No

Project Budget

* indicates a required field

The maximum amounts for each stream are:

- First Peoples - up to \$10,000
- Community Projects - up to \$10,000
- Business Projects - up to \$5,000
- Arts & Events - up to \$10,000
- Climate Action - up to \$2,000 (Urban Greening & Climate Resilience) or \$10,000 (Energy transition)

Grant Amount Requested *

\$

Must not exceed the maximum grant amount, and match grant amount requested in budget.

Total Project Cost *

\$

Must match total cost of the entire project listed in budget.

Budget

Outline your project budget including details of other funding that has been confirmed and applied for.

- The budget must balance. Total Income Amount must equal the same as Total Expenditure Amount, inclusive of any in-kind contributions.
- Income item descriptions includes all sources of income for the project.
- Expenditure item descriptions should include all the costs relating to this project.
- In-kind contributions means any service or item provided for free. Include the value of any in-kind contributions in the budget in both income and expenditure.
- Detail each item in a separate line.
- If you are registered for GST the GST amount will be calculated in the total amount. GST is not paid on top of any grant amount.
- Your expenditure amount may be higher than the requested grant amount. Include all income towards the project
- Business Project Grant applicants: you must include evidence of co-contribution from the business in the income - the project cannot be 100% funded by Council.

The expenditure amount may be higher than the requested grant. Include income from confirmed sources to demonstrate your ability to deliver.

For help preparing your budget refer to the [Biannual Community Grant Guidelines](#) or contact the Community Grants Team on 9243 1664.

PROJECT BUDGET:

Biannual Grants, Round 1 2026/27

Form Preview

Income item descriptions:	Income amounts (\$):	Expenditure item descriptions:	Expenditure amounts (\$):
Moonee Valley City Council Grant	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
Income must include 'Moonee Valley City Council Grant', plus any other confirmed funding.		Describe all expenses of the project here.	

Budget Totals

Total income must equal total expenditure.

Total Income Amount

\$

This number/amount is calculated.

Total Expenditure Amount

\$

This number/amount is calculated.

List the specific budget items that this grant would fund.

List all expenditure items that the grant would cover.

Quotes and budget attachments

If you do not supply quotes your grant will not be assessed.

- You must attach a quote for each expense detailed in your budget table. If you do not supply quotes your application will not be assessed.
- Permissible quotes include screen grabs of supplies found online. For example, a screen grab from an online shopping cart is acceptable provided it includes the business details.
- Other acceptable quotes must be official, include a business header with ABN, supplier contact details and be dated.
- If relevant, you may choose to attach a more detailed project budget.

We can not accept miscellaneous costs summarised in email, spreadsheets or Word documents.

If you need to upload more than one document, click 'Add More' below.

Description of file:

Attach quotes (compulsory), plus any optional supporting documentation here:

Name your documents clearly to help with assessment. Other supporting documents will be uploaded in the next section	Max. file size 25mb
--	---------------------

Biannual Grants, Round 1 2026/27

Form Preview

Could your project continue with less money than requested from Council? *

Yes

No

For example, could your project be scaled down or adjusted in any way?

If yes, provide an estimate of the reduced funding you could continue with *

\$

How would this reduced amount impact on your project? *

Word count:

Maximum 50 words. How would the project be scaled back or adapted?

Volunteer Contribution

Does your project involve volunteers? *

Yes

No

List the various volunteer roles or tasks that will be undertaken to deliver this project.

Estimate total number of volunteer hours for each role.

Volunteer role:

Number of volunteers:

Total number of volunteer hours:

Volunteer role:	Number of volunteers:	Total number of volunteer hours:
	Must be a whole number (no decimal place).	Must be a whole number (no decimal place).

Volunteer hours are valued at a rate of \$25 per hour to demonstrate the dollar value of the volunteer work contributing to this project.

Total value of volunteer contribution:

This number/amount is calculated.

Venue support

You can use Council venues to deliver your project. This should be listed in your budget. Community Grants will pay this amount directly to the Council venue via internal transfer. Any Council venue hire will be deducted from the total grant amount paid to you.

You must contact the venue before submitting this application to obtain a quote.

Venue contact information:

- [Library venues](#)
- [Clocktower Theatre](#)
- [Community Halls & Neighbourhood Centres](#)

Biannual Grants, Round 1 2026/27

Form Preview

Attach any booking confirmations in the quotes section above.

Previous funding from Council

Have you received funding from Moonee Valley City Council Council in the past two years? *

Yes No

If yes, provide details below:

Funding provided for	Year	Amount	Project completed?	Project acquitted?
		\$		
		Must be a dollar amount.		

Required documentation

* indicates a required field

Uploading documents:

- 1.Scan or take a clear photo of the document.
- 2.Save the file to your desktop.
- 3.Name each document clearly.
- 4.Select the relevant file by clicking 'Choose Files' to upload.

You will not be able to submit your application form if you do not upload all compulsory documentation below.

If you are applying through an auspice organisation you must obtain all compulsory documents directly from your auspice organisation.

Profit and Loss Statement

Upload your most recent Profit and Loss Statement.

If you are applying with the support of an Auspice organisation you must attach your Auspice's most recent Profit and Loss statement.

Profit and Loss Statement *

Attach a file:

Note: Charity organisations are also required to attach a Profit and Loss Statement. (File size Max 25MB)

Public Liability Insurance

Biannual Grants, Round 1 2026/27

Form Preview

Further information about Public Liability Insurance can be found in the [Biannual Community Grants Guidelines](#).

If you are applying with the support of an auspice organisation you must obtain this document from your auspice and upload it here.

If you believe your application may be exempt from the Public Liability Insurance requirement contact the Community Grants team on 9243 1664.

Do you have Public Liability Insurance cover? *

A file must be uploaded here in order to submit your application. Your insurance certificate must be current.

If you are applying with the support of an auspice organisation, you must obtain this document from your auspice and upload it here.

Certificate of Currency: Public Liability Insurance: *

Attach a file:

(File size Max 25MB)

Certificate of Incorporation

A file **must** be uploaded here in order to submit your application.

If you are applying with the support of an auspice organisation, you must obtain this document from your auspice and upload it here.

Certificate of Incorporation or evidence of other legal status: *

Attach a file:

Note: this is also applicable for charity organisations. (File size Max 25MB)

Incorporation Registration Number: *

Your registration number is found on your certificate (e.g. "A0054483H")

Auspice Agreement

You have indicated at the start of this form that you will be using an auspice to support your project. A file must be uploaded here in order to submit your application.

Auspice Agreement: *

Attach a file:

Supporting documentation (optional)

Biannual Grants, Round 1 2026/27

Form Preview

You may wish to attach other documents which may strengthen your grant application. For example;

- approval for use of Council venues or bookings,
- letters of support from project partners,
- a project plan (a [project plan template](#) is available on the Community Grants webpage),
- a successful case study,
- photographs or maps,
- planning designs.

Council officers, assessors or Councillors cannot provide letters of support for any applications, as they may be involved in the assessment process.

You must provide enough detail in the application form itself. Attachments should only support details in the application, and not be relied upon to explain your project.

Select 'Add more' if you have multiple documents to upload.

File Description:

Attach File:

Name your documents clearly to help with assessment.	Max. file size 25MB
--	---------------------

Conditions, Declaration and Privacy Statement

* indicates a required field

Conditions of funding

If your application is successful, you will be required to:

1. Sign and return the Funding Agreement and Information for Grant Payment forms.
2. For organisations that are registered for Goods and Services Tax, a signed 'Agreement to Issue a Recipient Created Tax Invoice' form will be required.
3. Grant funds will only be paid by EFT (electronic funds transfer). Successful applicants will need to provide their bank account name, BSB and bank account number to Council when they sign the Conditions of Funding Agreement.
4. Funds awarded must be expended in 12 months from the endorsement date.
5. Project activities must not commence before the grant is awarded. Any expenses incurred before the Funding Agreement is signed will not be eligible.
6. Funding is allocated for the specific need or activity submitted in the application and cannot be used for any other purpose, without prior consultation and agreement by Council.
7. Any grant funds not expended before the completion of the project must be returned to Council within 28 days of completion of the project.
8. Successful applicants will be required to complete an acquittal and evaluation report within 4 weeks of the completion of their activity or within 12 months from the date of receiving funding. Failure to successfully acquit (prove that you have spent funds as outlined in the Funding Agreement) may result in return of grant funds.
9. Where the delivery of a project is contingent upon fundraising or the receipt of other grants or sponsors, proof of receipt may be required before funds are released.

Promotion Rights

Biannual Grants, Round 1 2026/27

Form Preview

If successful, the Grant Recipient agrees:

- If requested, you are willing to provide Moonee Valley City Council with material, quotes and/or images that Council may use to publicise the Grant Project and/or Moonee Valley City Council's involvement in providing the Grant.
- Moonee Valley City Council may make public announcements about the Grant Project using the information provided in the application.
- Moonee Valley City Council may publish any material which is submitted in an acquittal for any purpose.

Privacy Statement

Moonee Valley City Council is committed to protecting your privacy. The information requested on this form is being collected by Moonee Valley City Council for the purpose of assisting with the assessment of applications for grants and sponsorship. All information collected is securely stored in Smartygrants and Moonee Valley City Council computer systems. The personal information will be disclosed to assessment panel members for the purpose of assessing your application. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not collected, Council may have difficulties in contacting you in a timely manner in relation to your application. If you wish to alter any of the personal information you have supplied to Moonee Valley City Council, contact the Community Grants team on 9243 1664 or email communitygrants@mvcc.vic.gov.au.

By submitting an application you consent to Council publishing the applicant's name, project name and description and amount funded, including in our Annual Report and on our website. This information may also be used for promoting Moonee Valley City Council's grant program more generally.

Declaration

Applicant name: *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Organisation, group or business name (if applicable):

Organisation Name

Position in organisation or group (if applicable):

Date: *

Receive Community Grants updates via the Valley View e-newsletter

To receive updates about the Community Grants Program, including key dates for Biannual Grants rounds, [subscribe to Council's Valley View e-newsletter](#). The Valley View e-newsletter is circulated once a month.

Biannual Grants, Round 1 2026/27

Form Preview

Feedback

Before you click 'submit', we would value any feedback (this section is optional).

Did you attend a free Grant Writing Workshop provided by Moonee Valley City Council?

Yes No

How did you find the application process:

Very easy Easy Neither Difficult Very difficult

How many minutes did it take you to complete this application form?

Estimate in minutes and enter whole numbers. 1 hour = 60.

How did you hear about the Moonee Valley Community Grants Program?

Review & Submit

On the next screen you can review all your answers. Any answers you have missed will be highlighted in red for you to complete. You will not be able to submit your application until all the compulsory questions are completed and there are no validation errors.

When you are happy with your answers, click the 'submit' button. You will be sent an automatic email confirming your submitted application and a PDF version of your submitted application will be attached.

If you do not receive a confirmation email, call the Community Grants team on 9243 1664.