

# Social Support Grants, Round 1 2026/27

## Form Preview

### Important Information

\* indicates a required field

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

If you need assistance with your application contact the Community Grants team on 9243 1664 or email [communitygrants@mvcc.vic.gov.au](mailto:communitygrants@mvcc.vic.gov.au)

### Funding Objectives

The Social Support grants stream provides operational support to small volunteer-run community groups that provide opportunities for social connections and share information with the community but have limited ability to raise funds.

#### Who is eligible for a Social Support grant?

Not-for-profit community groups and organisations that are:

- Incorporated or supported by an auspice, and
- based and/or delivering services in Moonee Valley.

### Confirmation of eligibility

**I confirm that I have read the Social Support Grants Guidelines and my 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 have any questions about eligibility.

### Previous funding of Social Support grants

Each applicant is only eligible to receive one (1) grant each financial year (July - June) across all rounds and streams.

If you received a grant from Moonee Valley City Council in the current financial year, you are not eligible to apply in this round.

**Has your group received a Social Support Grant in the current financial year? \***

Yes

No

If you answered 'yes' your group is not eligible to receive a grant in this round.

### Documents you will need to upload in this form

Towards the end of this application form will be asked to upload documents to support your application. Attachments may include:

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- Quotes for all items listed in the budget (compulsory)
- Certificate of Incorporation for not-for-profit groups
- Public Liability Insurance Certificate of Currency
- Most recent Profit and 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)
- Supporting documentation that may strengthen your application (e.g. business or marketing plan for businesses, letters of support, photos, maps, project plan, etc.)

## How are applications assessed?

Applications are assessed competitively based on the assessment criteria outlined in the [Social Support Grants Guidelines](#).

Summary of assessment criteria:

**Need (50% weighting):** Why the project is needed, important and justified.

**Benefit (30% weighting):** Demonstrated and measurable impact for local Moonee Valley community and intended participants, particularly target populations identified in MV2040. Use of local suppliers and collaborators.

**Delivery (20% weighting):** Well-planned project with skills or potential to deliver the project (relative to the scale of the project). Clear and accurate budget supported by quotes where necessary.

## Support for your application

The Community Grants team can put you in touch with Council Officers from various business areas, who may be able to provide you with specialist advice for your grant project. Council business areas include:

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

If you would like to speak with any of these business areas we recommend contacting the Community Grants team on 9243 1664 or email [communitygrants@mvcc.vic.gov.au](mailto:communitygrants@mvcc.vic.gov.au) before you submit your application.

## Council Officer Contact

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

## Applicant Details

\* indicates a required field

Type of applicant

**Are you applying as: \***

- Organisation or community group (incorporated or other legal status)
- Organisation / Community Group (Incorporated or other legal status)
- Organisation / Community Group (Not incorporated with an Auspice agreement)
- Organisation or community group (not incorporated, with an auspice agreement)

## Applicant Contact Details

All correspondence related to this grant application will be sent using the following contact details via email.

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

Organisation Name

**Application Contact Person \***

Title      First Name      Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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**Position in the Organisation/ Business/ Community Group \***

**Postal Address \***

Address

<input type="text"/>
<input type="text"/>

Suburb      State      Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Address of Organisation/ Business/ Community Group/ Individual. Correspondence will NOT be sent to this address.

**Primary Phone Number \***

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**Other Phone Number**

**Email Address \***

**Do you identify as Aboriginal or Torres Strait Islander? \***

Yes

No

Prefer not to say

**If yes, who is your mob?**

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

Yes

No

**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	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN

## Auspice Details

\* indicates a required field

### Auspice Organisation - Contact Details

**If you are an incorporated community organisation, return to the start of this form and select the correct applicant type.**

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

An auspice acts as a guarantor for your project and can offer additional support to ensure the project is delivered on time, in 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 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 Postal Address \***

Address

  

Suburb State Postcode

**Auspice Contact Name \***

Title

First Name

Last Name

**Auspice Phone Number \***

**Auspice Email Address \***

**Auspice 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	<a href="#">More information</a>
ACNC Registration	

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Tax Concessions  
Main business location

### Project Details

\* indicates a required field

#### Project Title: \*

Maximum 10 words.

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

#### Word count:

Maximum 50 words. Summarise your grant project, intended target population and the anticipated outcome. For example "The Moonee Valley Club will invite all its members to a social dinner at Moonee Restaurant to celebrate and honour members who have served over 10 years".

#### Need (50% weighting)

#### Describe what you will be using the grant funds for. Why is the project needed? \*

#### Word count:

Maximum 300 words. Try to include the "what, when, who, why, where, how" of your project/activity. Be specific about which expenses the grant money would pay for. For example, "this funding would cover payment of the bus hire only". If the grant funds are contributing towards part of a bigger project/activity/event you should detail this.

#### Benefit (30% weighting)

#### Describe how your grant project will benefit the Moonee Valley community and intended participants. \*

#### Word count:

Maximum 300 words. Why is your grant project important? Is there measurable impact for the community?

#### Do you have any confirmed local suppliers or partners in the project. If yes, how will they work together? \*

#### Word count:

Maximum 200 words. Describe any local collaborations

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### Delivery (20% weighting)

#### **Describe your ability to deliver the grant project. \***

#### 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?

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.

### Project Location

Your grant project/event/activities must:

- Take place in Moonee Valley;
- Support a community group that operates within Moonee Valley; or
- Support local suppliers, businesses or services within Moonee Valley (where applicable).

You must read the 'Eligible locations' section for the Social Support grant stream in the [Social Support Grant Guidelines](#) to confirm your project meets this criteria.

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

#### **Select the ward/s in which your grant project will take place and/or those which will benefit from the project: \***

- |   |   |  |
|---|---|--|
| <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 |   |  |

#### **Project address / location:**

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

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### MV2040 Vision - Communities of Focus

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 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 Vision - Focus Communities \*

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

**Grant amount requested: \***

\$

Maximum amount you can apply for is \$1,500.00

### Budget

Funding can be used for consumables and supplies, educational or wellbeing resources, special events, social outings, small repairs and maintenance costs to equipment and facilities.

Funding cannot be used for the hire of Council venues, the purchase of alcohol as well as other restrictions. Read the Social Support section in the [Biannual Community Grants Guidelines](#) to confirm items listed are eligible for funding.

You can use the [budget preparation template](#) to help you draft your budget.

List below the items you will purchase with this funding:

Description of expenditure items:	Cost of expenditure items (\$)
[DESCRIBE THE ITEM FOR PURCHASE HERE]	\$
	\$
	\$
	\$
	\$
	\$

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**Total Expenditure Amount:**

This amount is calculated from above.

## Quotes and additional attachments

- You must attach separate quote/s for each expense detailed in your budget table above to meet eligibility requirements. If you do not supply quotes your grant will not be assessed.
- Permissible quotes include a 'screen grab' of supplies found online. For example, a screen grab from an online shopping cart is acceptable provided it includes the business details, item image/description and cost.
- Other acceptable quotes are official and include a business header with ABN/supplier details, are dated, and have been sent to you directly from the service provider.

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

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

**File Description:**

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

Clearly name your documents to help with assessment.	Max. file size 25mb

## Volunteer Contribution

**Does your group rely on volunteers? \***

Yes

No

Social Support grants are for volunteer run groups. If you answer 'no' you are not eligible to apply for this grant stream.

**How many people volunteer for your group? \***

Must be a number.

**Total value of volunteer contribution per month:**

This number/amount is calculated.

**How many hours do they contribute in total per month? \***

Must be a number.

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

## Previous support from Moonee Valley City Council

**Has your group or organisation received any funding from Council in the past two years? \***

Yes

No

This includes funding received from other Moonee Valley City Council grant streams.

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**Have you received funding from Moonee Valley City Council Council in the past two years? If yes, list the grant ID below e.g. SS2526R1xxxx \***

For example, "SS2425R103".

## 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, naming your documents clearly.
3. Select the relevant file by clicking 'Choose Files' to upload.

You will not be able to submit this Application Form if you do not upload all relevant documentation below.

If you are an incorporated group with an ABN, you must upload a Profit and Loss Statement and Certificate of Incorporation below.

If you are applying through an Auspice organisation you will need to obtain insurance documents from your auspice and upload them below.

### Additional documents to upload:

#### **Certificate of Currency for Public Liability Insurance: \***

Attach a file:

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

#### **Most recent Profit and Loss Statement (if applicable):**

Attach a file:

Compulsory if the applicant is a business with an ABN, including charities, or an incorporated group.

#### **Certificate of Incorporation (if applicable):**

Attach a file:

Compulsory if the applicant is a business with an ABN, including charities, or an incorporated group.

#### **Incorporation Registration Number (if applicable):**

Compulsory if the applicant is a business with an ABN, including charities, or an incorporated group. Your registration number is found on your certificate (e.g. "A0054483H")

### Auspice Agreement

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You have indicated at the start of this form that you are using an auspice to support your project. You must upload your Auspice agreement to submit your application.

### **Attach your Auspice Agreement letter: \***

Attach a file:

## 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 Information for Grant Payment Form.
4. Funds awarded must be expended within 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.

## Promotional Rights

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

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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 Council on 9243 8888 or [communitygrants@mvcc.vic.gov.au](mailto:communitygrants@mvcc.vic.gov.au)

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

## Declaration

- I acknowledge that all details supplied in this application form and in supporting documents are true and correct.
- I declare that this application has been submitted with the full knowledge and agreement of the applicant organisation/group.
- If successful in this application, I agree to comply with the guidelines set out by Moonee Valley City Council.
- I agree to submit necessary acquittal documentation when the project/activity has completed.

### Applicant contact name \*

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

### Group or organisation name (if applicable)

Organisation Name

### Position in group or organisation

### Date \*

## Receive Community Grants updates via the Valley View e-newsletter

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

## Feedback

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

### How did you find the application process:

- Very easy     Easy     Neither     Difficult     Very difficult

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

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

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'. 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.