

Nambucca Valley Council COMMUNITY GRANTS PROGRAM



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PHOTOGRAPHY

BACK TO BOWRA 2025



GUIDELINES 2026-2027

Program overview

The Nambucca Valley Council Community Grants Program aims to encourage community-led initiatives that also achieve the vision of Council's Community Strategic Plan 2025-2035.

Released in two rounds across the financial year, the Community Grants Program acknowledges the benefits and strength of community leading innovation and change, and is designed to be responsive to local needs

Program objectives

- To support projects that are community designed and led, and which address local needs.
- To achieve outcomes that align with Council's Community Strategic Plan 2025-2035.
- To build community wellbeing and inclusion.
- To celebrate art, culture, and community.
- To strengthen community partnerships and networks.
- To increase local economic activity and visitation.
- Positive social impact.

Funding

The Community Grants Program will be run twice a year. Nambucca Valley Council has allocated \$50,000 total to the program in the 2026-2027 budget.

Grants of up to \$5,000 will be awarded to projects that meet Council's strategic goals and outcomes, and demonstrate positive community benefit.



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Key dates

2026/2027 FY Rounds	Round 1	Round 2
Applications open	24 July 2026	16 October 2026
Applications close	21 August 2026	13 November 2026
Assessment Panel	by 4 September 2026	by 27 November 2026
Notification of outcome	by 25 September 2026	18 December 2026
Funding Agreements signed	9 October 2026	by 30 January 2027
Project completion by	30 September 2027	30 January 2028
Final report	31 October 2027	30 February 2028

Eligibility Criteria

Who can apply?

Applicants must be one of the following:

- An incorporated not-for-profit association or not-for-profit organisation with an Australian Business Number (ABN).
- An unincorporated community group applying under the auspice of an eligible organisation.
- A not-for-profit entity registered with the Australian Charities and Not-for-profits Commission (ACNC).

Applicants from within and outside the Nambucca Valley are eligible to apply, provided the proposed project benefits the Nambucca Valley community. Preference will be given to organisations with an established local presence and demonstrated knowledge of community needs.

Eligible projects

Your project or event must:

- Take place in Nambucca Valley and benefit Nambucca Valley residents.
- Addresses an unmet need in the Valley.
- Have required approvals and owner's consent (i.e., if Council-owned property, need Council approvals).

Who can't apply:

Applicant types other than those listed are not eligible. This includes individuals, businesses, political parties, Council Section 355 Committees, and School P&Cs.

What this grant can include:

- Venue hire, event, or workshop costs.
- Materials, equipment, or supplies needed to run the project.
- Guest speakers, facilitators, and creative performers.
- Marketing and promotion to help reach the community.
- One-off establishment costs for new projects that aim to become self-sustaining (e.g., website costs, branding).
- Upgrades or adjustments that improve inclusivity and empower participation.
- Activities may take place on private property, but must be accessible to the public.

What this grant can't include:

- General operating expenses and ongoing costs (i.e., rent, wages).
- Infrastructure purchases.
- Projects that have already started or are finished.
- Personal gain or business profit.
- Projects outside of the Nambucca Valley LGA.
- Projects that are the normal business of Council or a government department.
- Projects that have already been funded under the Program in the same financial year.
- Projects that have been funded 3 times (sustainability is a goal of the Program).

These lists are not exhaustive. It is recommended you contact the Community Development Coordinator to discuss eligibility of projects prior to the lodgement of your application on 02 6568 2555 or council@nambucca.nsw.gov.au

How to apply

- Read the guidelines and determine if your organisation and project is eligible.
- Review the application form online and prepare documents for submission.
- Contact Council's Community Development Coordinator with issues and queries. Please note Council staff cannot assist you to complete your application, nor can they provide any advice that would give you unfair advantage over other applicants.
- Applications are submitted online via the information below.
- You must submit your application in full by the due date.

To Apply:

Go to www.nambucca.nsw.gov.au/xCommunity/Community-Grants-Program



Assessment Criteria

All applications are assessed on merit through a competitive process against the following criteria:

Criteria	Weighting	Demonstrated by
Project has a clear impact and outcomes are aligned to Council's <u>Community Strategic Plan 2025-2035</u>	30%	- Project scope aligns to one or more of the objectives of the Community Strategic Plan - Information on how success will be measured.
Project addresses an unmet need or an identified gap in community	30%	- Information and/or data to support evidence of need. - Letters of support
Budget	20%	- Budget is realistic, aligns with eligible costs, and represents value for money - Other funding contributions are disclosed
Capacity and capability to deliver	20%	- Details of your/your organisation's experience and skills in delivering similar activities - Risks for the project and appropriate mitigations - Appropriate permits, licenses and qualifications or awareness of those required and intention to obtain.

Additional desirable criteria includes:

- Applications that include partnerships and collaboration with other community organisations.
- Projects that encourage inclusion, accessibility and build capacity in community members long-term will be considered favourably.

Assessment Process

- All applications will be assessed by an Assessment Panel and recommendations presented to Nambucca Valley Council for approval of funding.
- Recommendations to Council are published via the Council agenda and attachments on Council's website one week prior to the Council meeting.
- Applicants will be formally notified via email of the outcome following Council's endorsement of the Assessment Panel's recommendations.
- Council reserves the right to award an amount less than that applied for if it is assessed that the amount requested is not justified by the information provided in the application or the full amount is not available at the time of the request.

Council aims to support a range of projects that are geographically spread across the Valley and cover a diverse range of themes.

As funding is limited, not every application that meets the assessment criteria will be successful.

Successful Applicants

Funding Agreement

Successful applications will be required to:

- Enter into a Funding Agreement with Nambucca Valley Council.
- Provide Proof of appropriate Public Liability Insurance if applicable.
- Register as a Supplier to Council which will enable payment of funding to you.
- Provide an invoice that states the Australian Business Number (ABN) (if applicable), or the organisation and the name of the organisation. Organisations registered for GST should provide an invoice inclusive of GST. Organisations not registered for GST should provide an invoice exclusive of GST.

Funding Acknowledgement

All recipients of a grant are required to acknowledge this financial support by including Council's logo on promotional materials, advertising, and in media statements. Council's Community Development Officer will provide you with the approved logo.

Grant Acquittal - Final Report

Once your project is complete, you will be required to submit a final report within 1 month, attaching photos, receipts and any other evidence material.

Resources (recommended):

- [Nambucca Valley Council Community Strategic Plan 2025-2035](#)
- [Nambucca Valley Council Delivery Program 2025-2029](#)
- [Nambucca Valley Youth Council Establishment Report](#)
- [Nambucca Valley Council Disability Inclusion Action Plan](#)
- [Australian Bureau of Statistics](#)
- [Profile ID - Nambucca Valley](#)

Enquiries

Community Development Coordinator

Email

council@nambucca.nsw.gov.au

Phone

02 6568 2555

(Monday - Friday 8:30 AM - 4:30 PM)

Website:

www.nambucca.nsw.gov.au/Community/Community-Grants-Program