Community Impact - Quick Response Grant 2024/2025
Form Preview

Eligibility Check

* indicates a required field

Community Impact Quick Response Grants are quick turnaround grants for small scale community initiatives.

Before you continue your application, please ensure you can answer YES to the following questions:

- I have read the Community Impact Quick Grant Guidelines
- My project is within the City of Adelaide boundary (i.e. postcodes 5000 & 5006 only)
- The funding requested is no more than $2,000
- This application is **not** for the reimbursement of maintenance or utility costs
- This application is **not** for reimbursement of funds already spent

I have read the Community Impact Grants Guidelines and believe that I am eligible to apply for a Quick Response Grant *
○ Yes   ○ No

Not Eligible

We are sorry but your project is not eligible for the Community Impact Quick Response Grant.

You may be eligible to apply to another category or one of Council's other grant programs. You can find the relevant guidelines and eligibility criteria on our website.

If you would like more information, please contact the Coordinator, Grants Program on 8203 7996 or email CommunityGrants@cityofadelaide.com.au

Applicant Details

* indicates a required field

Primary Contact Person *
Title   First Name   Last Name
[   ]   [   ]   [   ]

Position Title
[   ]

Applicant Organisation Name *
Organisation Name
[   ]

Does the individual or team leading this project identify as of Aboriginal or Torres Strait Islander descent? *

○ Yes
○ No
○ Prefer not to say

Applicant Primary Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Applicant Primary Phone Number *

Must be an Australian phone number.

Applicant Primary Email *

Must be an email address.

Applicant Primary Website

Must be a URL.

ABN Lookup

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.

GST Status *

○ Registered   ○ Not Registered

Project Details

* indicates a required field

Project Title *

Where will the project take place? *

If in the Park Lands, please include park name and number

Please refer to the City of Adelaide Boundary Map, to confirm your location.

Please include all venue hire costs in the project budget - Council **will not** provide in-kind support to successful grant recipients by waiving hire fees.

If your project is to take place in the Community Centres please reach out to the Bookings Team to ascertain the availability of the Centre before submitting your application.

Start Date *

Must be a date and no earlier than 23/12/2024.
Funding will not be allocated until at least 16 December 2024, projects cannot commence before funding is confirmed

End Date *

Must be a date.

Assessment Criteria

* indicates a required field

Assessment Criteria - Community Benefit

Please provide some information about your project and the benefits you feel it will deliver for residents and the local community.

How did you determine that this project was needed? Include any evidence to support its development *

Word count:
Must be no more than 100 words.
Describe the specific issue or need you want to address

Which city-based community groups are you targeting to attend, participate or contribute to this project / activity? *
- ☐ City of Adelaide Residents
- ☐ International students
- ☐ LGBTQIA+
- ☐ Multicultural groups including Culturally and Linguistically Diverse
- ☐ Aboriginal and Torres Strait Islander groups
- ☐ Schools and school children
- ☐ People experiencing homelessness or disadvantage
- ☐ Those living with a disability
- ☐ Age group: 16 - 24
- ☐ Age group: 25 - 54
- ☐ Age group: 55+
- ☐ Other:

Only select the priority target groups you intend to target

How do you plan to engage your target groups? *

Word count:
Must be no more than 50 words.
How will you promote your project? How do you intend to attract the participant groups noted above?

How many people will directly benefit from this project? *

Must be a number.

Will it cost people to participate in this project? *
○ Yes   ○ No

How much will participants be charged? *

Word count:

Aboriginal and Torres Strait Islander - Project Considerations

Please select all relevant items in relation to Aboriginal and Torres Strait Islander participation in your proposed project.

Please refer to the City of Adelaide Stretch Reconciliation Action Plan and Welcome and Acknowledgement of Country

Does your proposal/ project include a Welcome to Country? *
○ Yes   ○ No

Does your proposal/ project include a Smoking Ceremony? *
○ Yes   ○ No

Are you a member of Supply Nation? *
○ Yes   ○ No
Note: Supply Nation requires businesses to meet specific criteria for certification as an Aboriginal business. Being a member confirms that the business meets these standards.

Is your business Aboriginal or Torres Strait Islander-owned? *
○ Yes   ○ No
More Info: Aboriginal and/or Torres Strait Islander people must own at least 51% of the business.

Are you collaborating with an Aboriginal or Torres Strait Islander business? *
○ Yes   ○ No

Have you engaged with the Aboriginal and Torres Strait Islander community in developing this proposal? *
○ Yes   ○ No

Please explain and describe this engagement *

Word count:
Must be no more than 50 words.

Does your proposal/ project include a cultural education component? *
○ Yes   ○ No

Please explain and describe how cultural education will be incorporated in the project. *

Word count:
Must be no more than 50 words.

Does your proposal/ project include Kaurna language elements? *
○ Yes   ○ No

Please explain and describe how Kaurna language elements will be included in the project. *

Word count:
Must be no more than 50 words.

Are you collaborating with an Aboriginal or Torres Strait Islander environmental expert? *

○ Yes   ○ No

Please explain and describe how you are collaborating with an environmental expert. *

Word count:

Environment - Project Considerations

Please indicate which of the following environmental considerations are applicable to your proposed project.

Please refer to the City of Adelaide Sustainable Event Guidelines.

Will your project include implementation of a 3-bin resource recovery collection system (organics, recycling and/or reusables, landfill)? *
○ Yes   ○ No

Will your project include promotion of public and active transport? *
○ Yes   ○ No

Will your project include use of materials that are reusable or recyclable? (e.g. signage, giveaway items, etc) *
○ Yes   ○ No

Will project-related communications be undertaken digitally? *
○ Yes   ○ No

Disability, Access and Inclusion - Project Considerations

Please indicate which of the following disability, access and inclusion opportunities or activities will form part of your proposed project.

Please refer to the City of Adelaide Disability Access and Inclusion Considerations.

Will your project provide Sensory Friendly Spaces? *
○ Yes   ○ No

Will your project include the provision of training in accessible events for event organisers? *
○ Yes   ○ No

Will your project involve participation of people with disability in community decision-making or leadership roles? *
○ Yes   ○ No

Will your project deliver employment, mentoring or volunteering opportunities for people with disability? *
○ Yes   ○ No

Will your project promote positive community attitudes towards people with disability? *

○ Yes   ○ No

Would your organisation like further information about training for your staff to support them to deliver accessible events? *

○ Yes   ○ No

Project Outputs

Outputs are the results you will achieve immediately after delivering an activity within your project, such as number of people attending or number of units produced.

Please select from the list below regarding the number of outputs that your project will deliver. Select only one item per line and a targeted number per each.

You must select at least one output or can choose as many as are relevant to your project.

*To add more lines select **'add more'** or the **'+'** buttons.*

Project Outputs	Target
At least one output must be selected but include as many as pply to your project	Must be a number Must be a number.
Number of participants Number of volunteers Number of activities (e.g. events, sessions, meetings) Number of resources developed/ distributed Number of city residents	

City of Adelaide - Priorities and Outcomes

Outcomes demonstrate how your project brings about change.

Please select from the list below regarding the City of Adelaide Strategic outcomes your project will contribute to.

Up to three (3) outcomes can be selected, so only choose the ones most closely aligned with your project.

*To add more lines select **'add more'** or the **'+'** buttons.*

Which of the following priorities/ outcomes does your project align with?	Please outline how your project will achieve the selected priorities/ outcomes?	How will you know whether you have achieved this priority/ outcomes?
Which of our outcomes will your project contribute to? Only one choice can be made per box, please add more for multiple and select the three most relevant No more than 1 choice may be selected.	Must be no more than 50 words.	For example: pre and post program questionnaires, activity registration, increase in membership numbers Must be no more than 50 words.

Project Activities

Please tell us about the activities you will undertake in order to create change. This is where you provide a brief description of your project and the types of activity you will deliver. These may be related to the outputs you selected earlier.

Up to four (4) project activities can be described, so only outline the ones most closely aligned with your project. For example: information session/s, resource creation/ sharing, event/s, meeting/s etc.

To add more lines select **'add more'** *or the* **'+'** *buttons.*

Activity Item

One per row. Add more rows if you want to list additional activities. E.g. If you have listed number of participants as an output, what activities will you deliver to achieve this? It could be 10-hour long yoga sessions over 10 weeks or a one off event
Must be no more than 150 words.

Project Continuation

Community Impact Grants are intended to support long term impact through sustainable projects.

How will you continue to support these types of community projects and activities and/or support participants into the future? *

Word count:
Must be no more than 75 words.

Budget Details

* indicates a required field

Total Project Cost *

$

What is the total budgeted cost (dollars) of your project?

Total Amount Requested *

$

Must be a dollar amount and no more than 2000.
What is the total financial support you are requesting in this application?

What will Council funds be used for? *

(e.g. equipment, venue hire, work permits, promotional material)

Could this project proceed if only partial funding was approved? *
○ Yes   ○ No
Answering YES could mean you receive less than originally requested. Answering NO means that your application wont be considered for part funding and will simply be successful or unsuccessful.

Please provide details on how this might impact on the delivery of this project?

[ ]

Word count:
Must be no more than 50 words.

Budget

Please complete your Budget template, detailing what the City of Adelaide's funds will be directly used for. Alternatively you may upload a full project budget on the next page.

Income may include:

- City of Adelaide Funds
- Other Income (including low cost entry fees if applicable)

Expenditure may include:

- Project staffing costs - business as usual salaries are not supported.
- City of Adelaide fees and charges seen at the [Adelaide's Park Lands and squares](#) or [Community Centres](#) pages. The City of Adelaide **will not** provide in-kind support via the waiving of hire fees.
- Infrastructure Costs: including the purchase or hire of required equipment.
- Activity marketing and promotional costs including photography and videography
- Welcome to Country presenter costs
- Artist performance fees
- Coach fees
- Venue hire

Income	$	Expenditure	$
	$		$
	$		$
	$		$
	$		$
	$		$

Budget Totals

Total Income Amount

$ [ ]

This number/amount is calculated.

Total Expenditure Amount

$ [ ]

This number/amount is calculated.

Income - Expenditure

$ [ ]

This number/amount is calculated.

Alternatively, upload a Project Budget here.

Attach a file:

[ ]

Supporting Documentation and Declaration

* indicates a required field

Child Protection Policy/Vulnerable Person Requirements

Where an application involves working with children, young and vulnerable persons, applicants must attach a copy of their Child Protection Policy/Vulnerable Persons Policy in the file upload section (below) or outline how they intend to comply with the relevant legislation in one of the questions below.

Council's Children and Vulnerable Persons Policy sets out our commitments in this area.

If your organisation doesn't have a policy in place, you can find assistance to develop one at the Australian Charities and Not-for-profits commission.

Applicants must ensure all people working or volunteering with children as part of this project have a valid Working with Children Check.

Does your project involve working with children or vulnerable people? *
○ Yes   ○ No

Does your organisation have a Child Protection/Vulnerable Persons Policy? *
○ Yes   ○ No
If yes, please upload a copy in the file upload section below.

Please explain how you will ensure your organisation and project will comply with the relevant legislation (the Child Safety (Prohibited Persons) Act 2016 and the Children and Young People (Safety) Act 2017) *

Word count:

File Upload

Where applicable the following documents are required:
- **A copy of public liability insurance to the value of $20 million for the applicant organisation to deliver the proposed project**
- **A copy of Return to Work SA certificate of registration or similar employee insurance (if paid staff are employed)**
- **Written evidence of confirmed partners and other contributions**
- **Child protection policy/vulnerable persons policy (if your application involves working with children or vulnerable people)**

Please also upload any other supporting documents, these could include but are not limited to:
- Certificate of Incorporation
- Quotes
- Invoices
- Letters of support
- Written confirmation of venues

- Data supporting demand for the project

Please upload all supporting documentation here *
Attach a file:

Declaration

I certify to the best of my knowledge that the statements made in this application are true.

I have read the City of Adelaide's [Community Impact Grant Guidelines](#).

I understand that should this application be approved by the City of Adelaide that I would be required to accept the conditions of the grant in accordance with the Council's accountability and reporting requirements.

Declaration *
○ I agree
○ I do not agree