



Youth
Grants

GUIDELINES



marion.sa.gov.au/grants

Introduction

The purpose of the City of Marion Youth Grants is to support not-for-profit groups and service organisations to deliver well-managed and relevant projects and programs whilst strengthening connections for young people in our community.

Applications should support and align the projects with the following reports and policies:

- City of Marion [Youth Engagement and Consultation Report](#) key findings.
- City of Marion and [Strategic Plan](#).
- City of Marion [Equity, Access and Inclusion Policy Statement](#).

Applications are invited from organisations with the expertise and local knowledge to provide diverse and inclusive opportunities that are accessible as possible for all groups, including people of various genders, ages, sexuality, cultural backgrounds, religious beliefs and those living with disability.

Support with your application

Applicants are strongly encouraged to refer to the Grant Guidelines and the document links above before considering an application.

If you require further information please contact Sherina Kuik, Grants Officer on phone 08 8375 6600 or email sherina.kuik@marion.sa.gov.au.

All information relating to City of Marion grants including key dates and previously successful recipients can be found on the City of Marion [website](#).

Applications need to be submitted [online](#).

To be eligible

- Applications are encouraged from incorporated not-for-profit organisations and groups.
NOTE: Groups that are not incorporated need an incorporated body willing to accept the funds on your behalf and accept responsibility for the funding of the project.
- **Applications must include completed financial information and necessary quotations. Quotations must be GST exclusive.**
- Schools/educational institutions are eligible to apply, provided they can demonstrate:
 - The project is delivered outside of normal school hours, this also applies to external facilitators conducting programs and activities within schools.
 - The project is meeting an identified need that is not limited to the school environment and demonstrates how the project will have benefits to the wider youth population.
 - The project does not form part of the core business of the Department for Education.
 - Alternative funding sources for the project are not available from the Department for Education.

The following will make an application ineligible

- Funding for individual, private, political or commercial enterprise or activities.
- Fundraising or sponsorship.
- Ongoing operational costs, core business, salaries or costs not directly related to project delivery.
- Projects that duplicate a community need already being met.
- Projects implemented outside of the City of Marion council boundaries (unless the activity clearly demonstrates significant benefits to the participants, being City of Marion's young people).
- The project has commenced or retrospective funding (money spent before a grant is approved).
- Funding for academic research or conference costs, interstate or overseas travel.
- The organisation has an outstanding acquittal or debt owing to Council. *Please note this does not apply to organisations that have a loan with Council and are complying with the repayment terms.*

Ineligible applications will not progress to the assessment stage.

Funding

- Applicants may apply for funding up to \$10,000.
- Applicants may apply for more than one grant by submitting a separate application for each project, demonstrating clear distinctions between the projects.

Grant Objectives

Applicants should consider the following:

- Establish and undertake projects or activities that align with the
 - City of Marion Youth Engagement and Consultation Report's key findings
 - City of Marion Community Vision and Strategic Plan
 - City of Marion Equity, Access and Social Inclusion Policy statement.
- Programs or services that focus on the following will be highly considered:
 - Are delivered by organisations that have existing youth development expertise.
 - Are addressing an identified need.
 - Develop opportunities for youth participation and promote the health and wellbeing of young people.
 - Organisations that contribute their own in-kind resources to the project and encourage opportunities for volunteering.
 - Demonstrate inclusivity and accessibility to the wider community where possible.
 - Demonstrate evidence of youth engagement in the design, planning and delivery of the project, where possible.
 - Demonstrate environmental responsibility by the organisation/service, where applicable, eg: environment policies or practices in place.

Suggested Focus Areas

- Strengthening Youth Engagement and Participation
- Creating Safe, Inclusive and Welcoming Spaces
- Developing Creativity through Arts and Culture
- Valuing Nature and Environmental Sustainability
- Skill Development and Leadership

How are applications assessed?

- Applications will be assessed and scored against grant guideline criteria.
- Applications will be assessed and scored against youth grant objectives.
- Applications will be assessed and scored against the City of Marion's identified reports and policies listed throughout the guidelines.

Please note that meeting the eligibility criteria alone does not guarantee funding. The Youth Grants Program is highly competitive with a budget limit. The decision to award a grant is made by Council and the decision of Council is considered final.

Financial reporting and project evaluation

Applicants will be required to complete an acquittal form online. The form is due one month after the completion of the project or 13 months from the funding date, whichever is earlier. Evidence of expenditure is required – **all receipts must be attached to the acquittal.**

The acquittal form verifies that the grant funding has been spent in accordance with the project budget provided in the application form. Final acquittal of the grant requires a statement of income and expenditure for the project as well as evaluation documentation. The evaluation form provides valuable feedback to the City of Marion on how your project and community have benefited from the Youth Grants Program (please provide photos of your project/activity).

Successful applicants are required to comply with terms and conditions included in the application form.