



# Community Funding Program – Thriving Communities Grant



Updated Jan 2025

[penrith.city](https://www.penrith.city)

## Overview

The Thriving Communities Grant funds organisations and community groups to deliver activities that contribute to creating a healthy, connected and safe Penrith community.

## Grant Objectives

The aim of the Thriving Communities Grant is to fund activities that enhance the health, social capital, and safety of the community, through activities that:

- respond to emerging challenges within the community and community aspirations (also known as funding priorities).
- provide opportunities for the community to lead and be involved in community-led activities.
- provide opportunities for community organisations and groups to engage in capacity building activities.
- encourage community organisations and groups to collaborate and respond to the diverse needs of the community.
- respond to the needs of community members experiencing intersectional inequality.

Proposed activities must meet one or more of the objectives.

All proposed activities must align with principles of access, inclusion, and equity.

We encourage applications from First Nations groups and organisations, and those that support and celebrate First Nations individuals, communities and culture in Penrith.

Funding priority areas are amended each year based on current research and evidence of the changing needs and aspirations of the Penrith community. Funding priorities are outlined on the Council's Grants webpage.

## Available Funding

The total amount of funding available for the Thriving Communities Grant is based on the year it is available. The amount available for this grant is as outlined below:

2024/2025 - approximately \$59,000

2025/2026 - approximately \$72,000

2026/2027 - approximately \$92,000

2027/2028 - approximately \$92,000

### Tier One – Sole Applicants

Applicants may apply for a grant up to a total funding amount of **\$2,500**.

### Tier Two – Partnerships

Additionally, grant applicants who can demonstrate a partnership may request funding for an additional **\$2,500** to a total funding amount of **\$5,000**. This does not include an auspicing arrangement. Partnership must:

- include the applicant and one or more organisations or groups that meet Council's eligibility criteria.
- provide evidence of partnership.
- outline how the partnership will benefit the proposed activity.

## Grant Timelines

This grant is open twice a year. For relevant dates and information, please find details on [penrith.city/grants](https://penrith.city/grants).

Successful recipients of this grant are required to:

- conduct activity within 12 months of signing the funding agreement.
- negotiate with Council and confirm in writing any proposed changes to the scope as outlined in the grant application. Changes to the scope of the funded activity or event may include amendments to the date, location, budget or any amendments to information as provided in the grant application.
- submit a final acquittal report upon completion of the activity.

Failure to acquit the grant will affect any future funding requests.

## Application Requirements

Applications must be completed and lodged (with all relevant information) on or before the closing date advertised.

Applicants are required to demonstrate that they are able to acquire all appropriate insurances, licenses and approvals for their proposed activity.

If the application is by an unincorporated organisations, then it should provide evidence of auspice from an incorporated organisation.

Successful applicants must be willing to enter into an agreement with Penrith City Council and be solely responsible for the delivery of the activity and expenditure of funds. Where there is a partnership, one organisation must be solely responsible for the agreement and delivery of the activity and expenditure of funds.

## Eligible Applicants

Applicants must:

- provide services or be located in the Penrith LGA and deliver activities in the Penrith LGA that benefit Penrith residents.
- be a not-for-profit organisation that is incorporated or have evidence of auspice from an incorporated organisation with an ABN.

## Ineligible Applicants

Applicants must not:

- be a school or other government agency. Groups associated with schools, for example Parent & Friend committees are eligible to apply.
- have overdue progress or acquittal reports for previous Penrith City Council grants.
- have outstanding debts with Penrith City Council.
- submit more than two grant applications, per grant round, unless acting as an auspice. Please note that applicants that possess the same ABN will be regarded coming from the same organisation.

# Eligible Activities

## Eligible activities must be held between May 2025 to May 2026

- One-off activities e.g. activity that is held once or reoccurs within the defined period of the grant.
- Capacity building activities e.g. workshops and training opportunities.
- One-off purchase of equipment which supports proposed activities
- Activities that support communications and promotion of new initiatives.

# Ineligible Activities

Funding cannot be used for:

- reimbursements for activities already undertaken.
- operating costs associated with running an organisation or group e.g. salaries and office or computer equipment.
- activities with the sole purpose of fundraising.
- activities, events, and programs that duplicate existing activities of Penrith City Council.
- activities previously funded through other Penrith City Council Community Funding Program grants.
- activities that cannot be delivered within 12 months from receipt of the funding agreement.

Additional funding conditions and exclusions apply. Please see [Community Funding Program Policy](#) for more information.

# Supporting Documentation

## Public Liability Insurance

Applicants must supply a copy of their Public Liability Insurance (PLI) for a minimum of \$10 million upon submission of the Application Form. If you have an auspice, you will need to provide a copy of your auspice's PLI. If the applicant does not have PLI, the applicant may use grant funds to cover the cost of obtaining PLI. However, this must be reflected in the Application Form budget.

## **Working with Children**

Penrith City Council is proud to lead the way in prioritising child safety for those that live, visit, learn and play in Penrith. Protecting and enhancing the wellbeing of children and young people in our community is of paramount importance to us. We embed child-safe practices into our leadership, governance and organisational culture as part of our unwavering commitment to being a child safe organisation.

Grant submissions must meet the relevant legislative requirements when it comes to working with Children. Council reserves the right to conduct an audit in relation to compliance. For detailed guidance, organisations should consult relevant authorities including the [Office of Children's Guardian](#). For more information regarding Council being a Child Safe Organisation, please see our [website](#).

## **Other Supporting Documentation**

All relevant licenses, insurances and approvals possessed by the applicant should be supplied upon submission of the Application Form.

## **Reporting and Acquittal Requirements**

As custodians of public funds, Council needs to know that recipients can manage funds and prioritise financial accountability. As such, all grant recipients are required to report on and acquit their activities as detailed in the funding agreement.

Report templates are available and are required to be submitted through SmartyGrants.

Applicants are required to report on the success of the activity in terms of the agreed outputs and outcomes, and relevant data that has been collected.

Detailed financial reports will also be required and grant recipients will be required to provide documentation and evidence of expenditure.

# Assessment Criteria

Grant applications must be submitted on time and meet application and grant eligibility requirements. If eligibility is met, the application will be assessed against the assessment criteria below.

ASSESSMENT CRITERIA	
Category	Criteria
<b>Capacity</b>	Grant application demonstrates the capacity and experience of the applicant to deliver the proposed activity.
<b>Objectives</b>	<p>Grant application clearly demonstrates how the proposal will contribute to supporting a healthy, safe, and connected Penrith community. Including, outlining how the proposal responds to one or more of the objectives of the Thriving Communities Grant.</p> <p>The grant application specifically outlines how the proposed activity will respond to emerging challenges and changing community aspirations (funding priorities).</p>
<b>Community Need</b>	Grant application provides evidence of the need for the proposed activity and proposed outcomes.
<b>Connection</b>	The grant application demonstrates a connection to, and/or benefit for, the local community in that the proposed activity addresses the specific needs of intended participants.
<b>Partnerships</b>	<p><b>Proposals seeking funding above \$2,501 (only).</b></p> <p>The proposal provides evidence of partnership and demonstrates the value of partnership.</p>