

Community Participation - Application Form

Form Preview

About the grant

* indicates a required field

Instructions for Applicants

Applications must be submitted before 4pm on Friday 1 May 2026.

Before completing this application form, you must read the [Program Guidelines](#) available on the Program website.

- Incomplete applications will not be accepted
- Eligible applicants can submit a maximum of 1 application for this program
- Your application is not officially submitted for consideration until you click '**Review and Submit**' at the end of the application form
- Acceptance of late submissions will be at the sole discretion of the Department
- You cannot reopen or amend applications after the closing date and time.

If you require assistance completing this application, please contact regionaldevelopmenttrust@dpird.nsw.gov.au and quote the application ID number in the email subject line.

After submitting your application, the Department may contact you to verify information or seek further information.

Program Evaluation

Successful applicants will be required to participate in an evaluation to determine the extent to which their project has contributed to the objectives of the Program. The evaluation will require applicants to provide evidence of how their project has resulted in measurable outcomes and benefits that are consistent with the objectives of the Program. Guidance on data collection will be provided for successful applicants.

Application Number

This field is read only.

Program Overview

The Active Regional Communities Stream 2, Community Participation Stream (the Program) is a \$25 million investment to increase liveability and social cohesion of communities through greater participation in community activities.

Grant Program Name

This field is read only.

The Program this submission is in.

Disclaimer

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The Applicant acknowledges and agrees that:

- submission of this application does not guarantee funding will be granted for any project, and the Department expressly reserves its right to accept or reject this application at its discretion;
- the applicant must bear the costs of preparing and submitting this application and the Department does not accept any liability for such costs, whether or not this application is ultimately accepted or rejected; and
- the applicant has read the [Program Guidelines](#) for the Program and has fully informed themselves of the relevant Program requirements.

Use of Information

By submitting this application form, the Applicant acknowledges and agrees that:

- if this project application is successful, the relevant details of the project will be made public, including details such as the names of the organisation (Applicant) and any partnering organisation (state government agency or non-government organisation), project title, project description, location, anticipated time for completion and amount awarded;
- the Department will use reasonable endeavours to ensure that any information received in or in respect of this application which is clearly marked 'Commercial-in-confidence' or 'Confidential' is treated as confidential, however, such documents will remain subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act); and
- in some circumstances the Department may release information contained in this application form and other relevant information in relation to this application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.

Privacy Notice

By submitting this Application form, the Applicant acknowledges and agrees that:

- the Department is required to comply with the Privacy and Personal Information Protection Act 1998 (NSW) (the Privacy Act) and that any personal information (as defined by the Privacy Act) collected by the Department in relation to the Program will be handled in accordance with the Privacy Act and its privacy policy (available at: <https://www.dpc.nsw.gov.au/privacy>);
- the information it provides to the Department in connection with this application will be collected and stored on a database and will only be used for the purposes for which it was collected (including, where necessary, being disclosed to other Government agencies in connection with the assessment of the merits of an application) or as otherwise permitted by the Privacy Act;
- it has taken steps to ensure that any person whose personal information (as defined by the Privacy Act) is included in this application has consented to the fact that the Department and other Government agencies may be supplied with that personal

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information, and has been made aware of the purposes for which it has been collected and may be used.

Confirmation

I acknowledge and agree to the above *

Yes

Name of person providing confirmation *

Applicant Details

* indicates a required field

The organisation listed under Applicant Details (including organisation name registered to ABN, ACN or AIN) MUST be the organisation who will enter into the Funding Deed with the Department, will be responsible for the project, provide evidence of funding expenditure and complete reporting requirements.

Eligible applicants must:

- have an Australian Business Number (ABN)
- be located in NSW
- provide appropriate evidence of not-for-profit and incorporation status
- be financially viable and able to demonstrate they are financially viable by providing the most recent 3 years of financial statements
- hold or commit to obtaining public liability insurance of not less than \$20 million per occurrence prior to executing a funding deed with the department
- be a fit and proper person/legal entity
- not be insolvent, bankrupt or subject to ongoing legal proceedings
- declare in the application form that the applicant is not aware of any issues which could cause reputational or other risks to the NSW Government

Organisation Details

Organisation Name *

Organisation Name

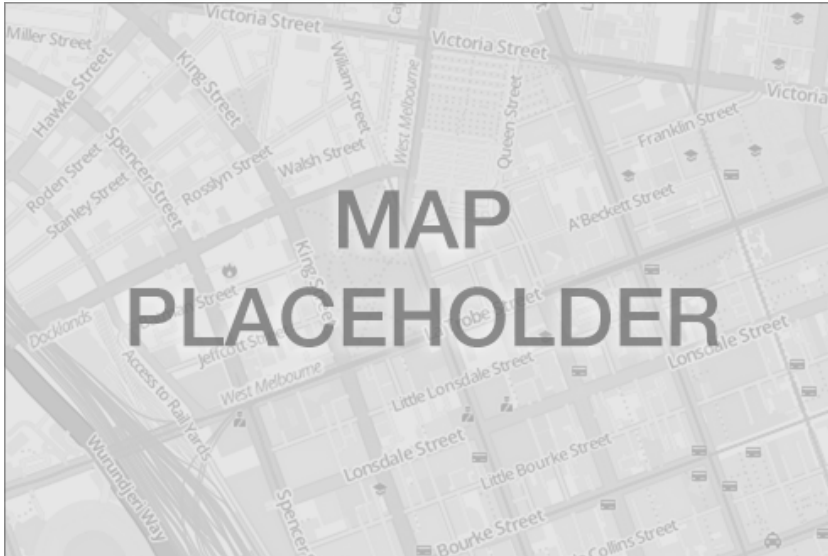
For organisations: please use the organisations full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Applicant Primary Address

Address

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Applicant Postal Address

Address

Applicant Primary Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Applicant Email Address *

Must be an email address.

Applicant Website

Must be a URL.

Primary Contact Details

Primary Contact *

Title First Name Last Name

This is the person we will correspond with about this grant.

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Primary Contact Position *

e.g., Manager, Board Member or Fundraising Coordinator.

Primary Contact Phone Number *

Must be an Australian phone number.

Country code not required, area code for landlines is required.

Primary Contact Other Phone Number

Must be an Australian phone number.

Country code not required, area code for landlines is required.

Primary Contact Email *

This is the address we will use to correspond with you about this grant.

Secondary Contact

Secondary Project Contact

Title First Name Last Name

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

Secondary Project Contact Position

Secondary Project Contact Primary Phone Number

Must be an Australian phone number.

Secondary Project Contact Primary Email

Must be an email address.

Secondary Project Contact Office Phone Number

Must be an Australian phone number.

Organisation Details

Does the applicant have an Australian Business Number (ABN)? *

Yes

No

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Applicant 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 | More information |
| ACNC Registration | |
| Tax Concessions | |
| Main business location | |

Must be an ABN.

Organisation Details

* indicates a required field

Applicant Organisation Details

Which option below describes your organisation? *

- Incorporated not-for-profit organisation
- Incorporated Aboriginal community organisation (i.e. initiated by, controlled and operated by Aboriginal people and/or governed by a board or committee of Aboriginal people)
- Local Aboriginal Land Council
- Lord Howe Island Board
- Unincorporated Far West group
- Local government
- Section 355 committees of a local council

Please detail the primary activities of the applicant organisation. *

Word count:

Must be no more than 200 words.

Please enter the Australian and New Zealand Standard Industrial Classification (ANZSIC) code for the applicant organisation. *

Please use the Business Industry Code (BIC) tool to identify your business/org ANZSIC code if you are unsure: <https://www.ato.gov.au/calculators-and-tools/businesses-industry-code-tool>

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Not-for-profit or Incorporation Status

If your organisation is not-for-profit or incorporation, please provide appropriate evidence of status.

Please provide any other registration numbers for the organisation (if applicable). Please specify what the number relates to (e.g. AIN, Association Incorporation Number).

Please provide evidence of your organisation status (if applicable).

Attach a file:

E.g. Certificate of incorporation, ACNC (Australian Charities and Not-for-profits Commission) certificate, etc.

Financial Viability

To be eligible for grant funding, an applicant must be financially viable and able to demonstrate that.

Please upload a copy the most recent 3 years of financial statements for the organisation. *

Attach a file:

Please provide full, audited financial statements for the most 3 recent years.

If the financial statements do not appear to demonstrate financial viability, you may provide an explanation here.

Public Liability Insurance

Does the applicant organisation have Public Liability Insurance of not less than \$20 million per occurrence or commits to obtaining such insurance? *

- Yes, hold such insurance
- No, but willing to obtain

Applicants are required to hold at least \$20 million public liability insurance in order to enter into a Funding Deed with the NSW Government.

Please upload a copy of the applicant organisation's Public Liability Insurance - Certificate of Currency. *

Attach a file:

Conflict of Interest

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Is the Applicant Organisation (including its officers and staff) aware of any relationship which creates a potential, perceived or actual conflict of interest with the NSW Government? *

- Yes No

Is the Applicant Organisation (including its officers and staff) aware of any perceived, potential or real conflicts of interest in respect of the grant opportunity? *

- Yes No

Conflict of Interest Details

Please provide details including the individuals involved and the mitigation measures in place or proposed. *

Other applicant eligibility requirements

Please confirm that the applicant is a fit and proper person/legal entity *

- Yes - the applicant IS a fit and proper person/legal entity
 No - the applicant IS NOT a fit and proper person/legal entity

Please confirm that the applicant is not insolvent, bankrupt or subject to ongoing legal proceedings *

- Yes - the applicant IS NOT insolvent, bankrupt or subject to ongoing legal proceedings
 No - the applicant IS insolvent, bankrupt or subject to ongoing legal proceedings

Please declare that the applicant is not aware of any issues which could cause reputational or other risks to the NSW Government *

- Yes - I DO make this declaration
 No - I DO NOT make this declaration

Response details

Please provide the reason/s for your 'No' response/s in the question/s above: *

Joint Applications & Partnerships

Please detail each of the Partner Organisations involved in this application. Please 'Add more' as appropriate to ensure all partnership organisations are captured.

If successful, the lead applicant will be solely responsible for the delivery of the project and must be willing to adhere to the terms and conditions outlined in the Funding Deed.

Is the applicant applying on behalf of a partnership or joint application? *

- Yes No

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Applications under a partnership arrangement should be submitted by the lead organisation. The arrangement should be formalised at the time of application.

Partnership Organisation Details

Please detail each of the partner organisations involved in this application. Please 'Add more' as appropriate to ensure all partnership organisations are captured.

Applications involving multiple entities must be submitted by an eligible lead applicant and evidence of the commitment of the parties to the project must be provided in the form of an agreement, memorandum of understanding or letter signed by the parties.

Partner Organisation Name *

Organisation Name

Please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Partner Organisation 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 | More information |
| ACNC Registration | |
| Tax Concessions | |
| Main business location | |

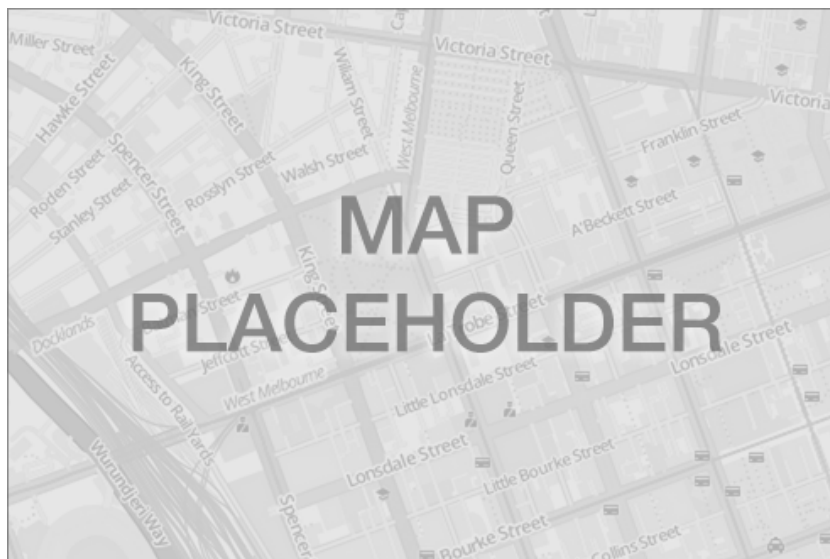
Must be an ABN.

Partner Organisation Address *

Address

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

Please upload evidence confirming that the partnership arrangement with this organisation is valid and current. *

Attach a file:

The letter must be signed by an authorised person (e.g., Manager, CEO or Board Chair) and must include: name, position, signature and date.

Project Details

* indicates a required field

Title *

Word count:

Must be no more than 25 words.

Provide a name for your initiative. Your title should be short but descriptive. If successful, this brief description may be published on the grant's webpage.

Brief description *

Word count:

Must be no more than 350 words.

Include a brief summary of: 1. what activities you will do; 2. who will benefit from this initiative; 3. what outcomes you expect from your activities.

Anticipated start date *

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Must be a date.

Projects must commence within 6 months of the commencement date of the Funding Deed.

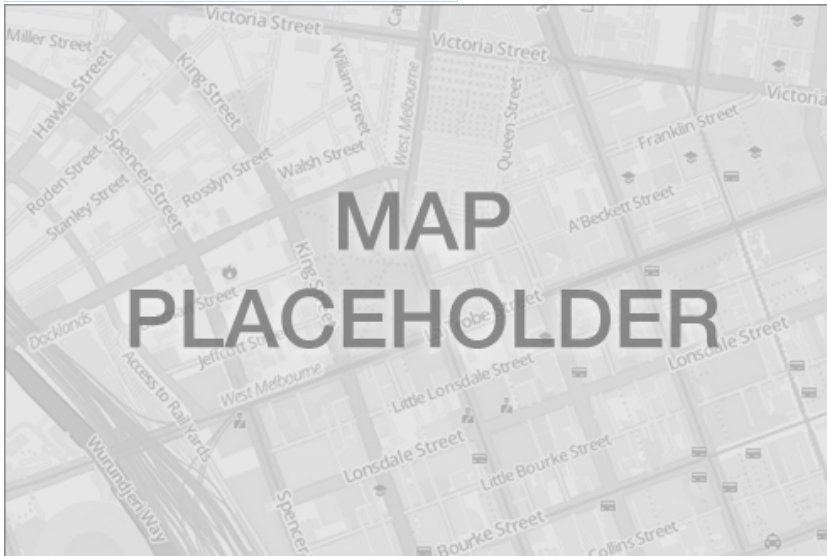
Anticipated end date *

Must be a date.

Projects must be completed within 4 years from the commencement date of the Funding Deed.

Primary location of your initiative

Address



Any, but at least one field is required. Country must be Australia

Primary location does not need to be a specific address, and can be postcode, suburb, state (NSW), etc

If delivered online, please specify the area of focus for delivery.

Additional Locations

Does your project have any additional locations? *

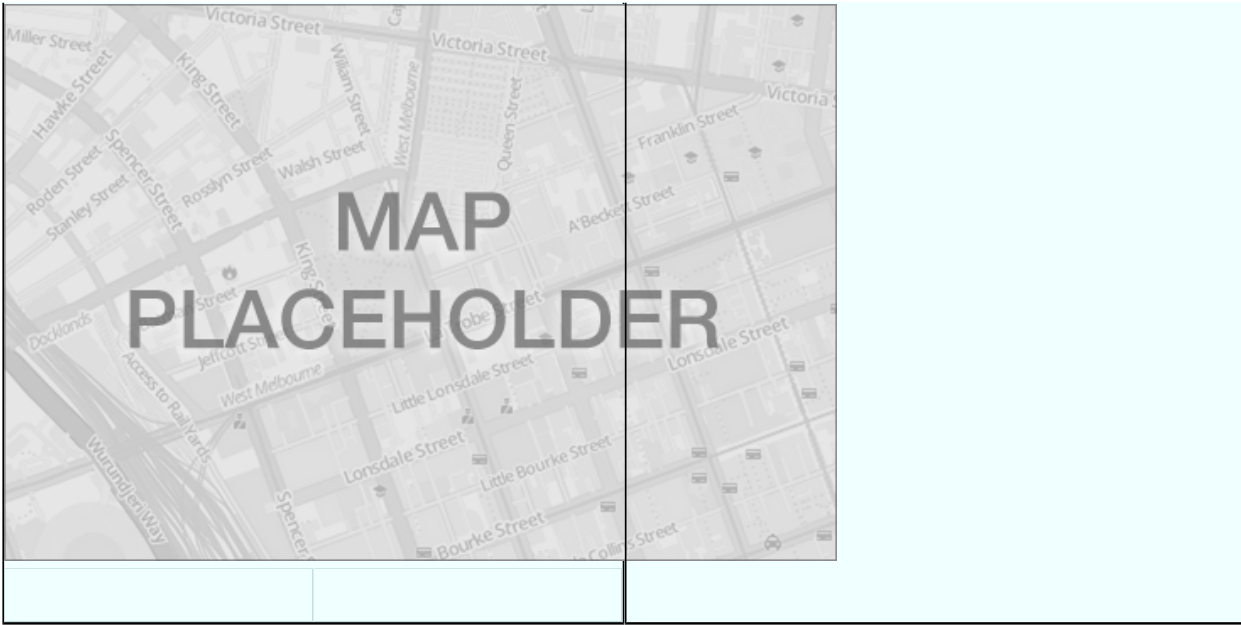
- Yes
- No

Additional Location/s

| Additional locations | Activity at location |
|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> |

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Timeframes

Projects must be completed within 4 years from the commencement of a Funding Deed. Please confirm that you will be able to complete the project within the time required. *

- Yes No

Please explain why this project may be unable to complete within 4 years of commencement of the Funding Deed. *

Project Feasibility

* indicates a required field

Detailed Project Information

Please select the option that best describes your project: *

- New and improved infrastructure and/or activation of under-used assets
- New or expanded services or programs, that increase access to, or improve the diversity of community activities and cohorts that can participate
- Project addresses barriers to participation, improving the amenity of activities with facilities, childcare (creche), increased safety, supervision and/or transport

Please provide a clear and detailed project scope and description of activities. *

Word count:

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Must be no more than 500 words.

The project scope should outline the exact scope of works that will be delivered with the grant funding.

Please describe what the project will deliver, the issue/s the project addresses and the benefits (including the benefit recipients). *

Word count:

Must be no more than 500 words.

Please do not enter expected outcomes. See the question on outcomes towards the end of the form.

You may upload here any supporting documents relating to the project's description, what it will deliver, issue/s it addresses and the benefits.

Attach a file:

Project Management Plan

Applicants must provide a detailed project management plan demonstrating the project will be successfully completed in the required timeframe. **Projects must be completed within 4 years from the commencement of a Funding Deed.**

A project management plan template is available [here](#) and on the program webpage. Applicants can use this template or other formats as long as the necessary information is included.

Applicants may complete a Project Management Plan within the application form below.

Do you have a Project Management Plan to upload or will you complete the plan in the application? *

- Upload a Project Management Plan
- Complete a Project Management Plan in the application

Project Management Plan

Please upload your Project Management Plan *

Attach a file:

Project Management Plan

How to complete your Project Management Plan

Please consider the order of your works and provide realistic timeframes for tasks to be completed. Ensure you add activities related to regulatory, compliance and licensing requirements.

Key activity: Please enter the type of activity.

For infrastructure projects, key activities include: Project initiation, Design/Documentation, Procurement phase, Construction phase, Project completion phase.

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For program projects, key activities include: Project initiation, Program planning and design, Program implementation & activities, Program close and outcomes.

Task description: Please provide a short description of the task to be delivered.

Start date: This is the date you plan to start the specific task.

End date: This is the date you plan to complete the specific task.

Performance measure: This is the measure you will use to understand/demonstrate that the specific task is complete or on track.

Use the 'Add More' button to add new rows to your project management plan.

| Key activity | Task description | Start date | End date | Performance measure |
|--------------|------------------|-----------------|-----------------|---------------------|
| | | Must be a date. | Must be a date. | |
| | | | | |

Landowner's Consent

Projects can be located on publicly owned land or on private land where there is a clear public benefit. If the applicant is not the owner of the land where the project will be located, landowner's consent will be required as part of the application.

The landowner's consent template is available [here](#) and on the program webpage

Does this project require landowner's consent? *

Yes No

The applicant must seek landowner's consent for any projects involving the upgrade of infrastructure or construction on land not owned by the applicant.

Please upload landowner's consent *

Attach a file:

Is your project on private land? *

Yes No

If your project is located on private land, please detail its public benefits. *

Word count:

Must be no more than 200 words.

Development Approval (DA)

Does your project require a Development Approval? *

Yes No

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Development Approval Status

What is the current status of your Development Application? *

- Approved (please attach below)
- Submitted, awaiting determination
- Documentation is being prepared
- Not started

Please provide further information including an indicative timeline on when your Development Approval is expected. *

Word count:

Must be no more than 200 words.

Please attach your Development Approval or relevant information.

Attach a file:

Other Approvals

Are any other approvals required for your project? *

- Yes
- No

Does your project require any other approvals, e.g. regulatory, licensing, etc.?

Other Approvals details

| Approval description | Approval Status | Approval attachment (if applicable) |
|----------------------|-----------------|-------------------------------------|
|----------------------|-----------------|-------------------------------------|

| | | |
|---------------------------------|--|--|
| Must be no more than 200 words. | | |
|---------------------------------|--|--|

Proposed operating model

Applicants must provide information that demonstrates project feasibility, including the provision of a feasible and sustainable proposed operating model.

Please describe the proposed operating model for this project *

Word count:

Must be no more than 500 words.

Key Project Personnel

Applicants must demonstrate project management experience and capacity (or ability to access the necessary expertise and support) to deliver the project.

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- Please provide information on the key personnel who will be responsible for the delivery of the project, including their qualifications and experience.
- Include only one person per row.

Use the 'Add More' button to add new rows to your response.

| Name | Organisation | Role | Experience | CV/ Supporting document | Notes |
|---|--------------|------|------------|--|---|
| One per row. Add more rows if you want to list additional key project personnel. | | | | Please provide a CV or any supporting documentation, where relevant. | Please provide any further details. |
| | | | | | |

Risk Management Plan

Applicants must demonstrate an effective approach to identifying and managing risks, including adopting measures to regularly monitor the project budget and manage costs by providing a detailed risk management plan with risk mitigation strategies.

- Please detail the risks or uncertainties in the delivery of the project and how each of these will be managed (the risk mitigation strategies).
- Examples of risk types include financial, operational, safety, regulatory.
- Include only one risk or dependency per row.

Use the 'Add More' button to add new rows to your response.

| Risk or dependency | Risk Mitigation |
|--|---|
| For example, you may require approval which could impact the ability for you to deliver on time, have access to limited resources, or time constraints for delivery. | Provide an explanation of how you will prevent, manage or treat the risk or dependency. |
| | |

Project Delivery Confirmation

Please confirm that the project DOES NOT require ongoing funding from the NSW or Australian Government to be financially viable *

- Yes - I confirm
 No - I do not confirm

Please confirm that the project HAS NOT received funding from the NSW or Australian Government, or other entities, that duplicates any part of the project scope and deliverables to be funded by this program. *

- Yes - I confirm
 No - I do not confirm

Outline your plan for the end of the grant period (or grant expended) for either the closure or continuation of the activities with an alternative source of funding.

*

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Word count:

Must be no more than 500 words.

Program Purpose: compliance with the Regional Development Act 2004

The project must demonstrate compliance with the *Regional Development Act 2004* (the Act).

Applicants must detail how the project is compliant with the Act (see below) and identify which of the purposes the project delivers.

Which of the purposes in the Act does this project deliver? Please select all that apply. *

- (a) To promote economic and employment growth in regions in accordance with the principles of ecologically sustainable development
- (b) To support sustainable economies, a healthy environment and resilient communities in regions
- (c) To support place-based solutions, targeted to the development problems of particular locations and developed in collaboration with the local community, that promote improved economic, environmental and social outcomes in regions
- (d) To assist communities in regions to capitalise on regional strengths by supporting the diversification, adaptation and resilience of regional economies, including in relation to established and emerging primary and other industries
- (e) To support the transition of communities affected by economic, environmental and social change
- (f) To facilitate the economic and social development of Aboriginal communities and Aboriginal enterprises in regions
- (g) To encourage cooperation in relation to the matters in paragraphs (a)–(f) among all tiers of government, including local government, the private sector and not-for-profit organisations

At least one purpose must be selected

How does your project meet the purpose/s of the Act you selected in the above question? *

Budget

* indicates a required field

Expenditure - Grant Funding Requested

Applicants must provide a realistic project budget with quotes and/or detailed cost estimates.

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- In the table below, include **only the expenditure items that you are seeking to fund under the grant.**
- The total of funding requested in this table must be **from \$100,000 to \$1 million.**
- These must be eligible costs as outlined in the [Program Guidelines](#).

At the end of this section, you will be able to upload an overall budget for the project.

Grants are GST exclusive. If a grant recipient is registered for GST, GST will be applied on top of the grant value when payment is made.

Eligible projects costs include:

- project management and administration totalling no more than 10% of the requested funding amount
- contingency of no more than 20% of the requested funding amount.

| Expenditure description | Expenditure type | Expenditure amount (ex. GST) | Expenditure GST | Expenditure amount (inc. GST) | Notes | Quote or detailed estimate |
|-------------------------|------------------|------------------------------|--------------------------|-----------------------------------|-------|----------------------------|
| | | Must be a dollar amount. | Must be a dollar amount. | This number/amount is calculated. | | |

Preliminary Amounts

Please see below a preliminary calculation of what your minimum co-contribution amount will be based on the Total Project Cost.

Please note that if your project has other income other than the grant requested, the Total Project Cost will be higher and, consequently, the co-contribution amount will have to be higher (to be 20% of the Total Project Cost).

Your total grant expenditure (Total Amount Requested under this grant) as indicated in the Expenditure table above is:

This number/amount is calculated.

This is the total financial support you are requesting under this grant. This figure must be an amount between \$100,000 and \$1 million and is calculated using the Expenditure table above. Any changes to this number can only be done by changing the items/amounts in the Expenditure table.

Based on the Total Amount Requested above, your minimum 20% financial co-contribution is:

This number/amount is calculated.

This is the preliminary minimum co-contribution amount required based only on Total Amount Requested. This amount will increase if your project has any other income/funding. Make sure that the Co-contribution Check at the end of this page shows at least 20 (unless you are requesting a co-contribution exemption).

Project Management and Contingency Checks

Ensure the following:

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- the Project Management and Administration Check is showing a value no more than 10% of the total amount requested for this grant (total of the table above).
- the Contingency Check is showing a value no more than 20% of the total amount requested for this grant (total of the table above).

Total Project Management and Administration. *

Must be a dollar amount.

Please add up the total (ex GST) of all expenses in the table under the 'Project Management' and 'Administration' types.

Project Management and Administration Check: If this amount is more than 10% please check your amount in the total project management and administration field above and the expenses in the table.

This number/amount is calculated.

Amount should not be over 10.

Total Contingency

Must be a dollar amount.

Please add up the total (ex GST) of all expenses in the table under the 'Contingency' type.

Contingency Check: If this amount is more than 20% please check your amount in the total contingency field above and the expenses in the table.

This number/amount is calculated.

Amount should not be over 20.

Co-Contributions

Applicants must make a financial contribution towards the project of at least 20% of the Total Project Cost and **evidence must be provided**.

Please read the Co-contributions section in the [Program Guidelines](#) for full information.

- Project delivery or viability should not be dependent on co-contributions or other grant funding that has not been secured.
- Evidence for capacity to provide the financial co-contribution must be provided.
- Financial contributions from other grants received from the Australian Government can be included, however grants from the NSW Government cannot be included in the minimum required amount. Grants not secured should not be relied on as co-contribution.

| Co-Contribution Amount | What this amount will be used for | Co-contribution source |
|------------------------|-----------------------------------|------------------------|
|------------------------|-----------------------------------|------------------------|

| | | |
|--------------------------|--|---|
| Must be a dollar amount. | | Can be Australian government grants, cash, etc. |
| | | |

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Co-Contribution Evidence

Evidence

Applicants must provide evidence of cash/financial co-contributions.

EVIDENCE: These can be demonstrated through: a letter from the Chief Executive Officer, General Manager, Senior Finance Officer or equivalent person from the organisation that confirms the co-contribution will be made available as cash towards the project; copies of bank statements and/or financial records; or, a letter or confirmation from a bank manager or similar to confirm that funding will be made available through a loan if required.

Total Co-Contribution Amount *

This number/amount is calculated.

This is the total monetary amount the applicant will be contributing to the project.

Please attach evidence of the applicant's capacity for the financial co-contribution. *

Attach a file:

Will you be requesting a co-contribution exemption? *

- No
- Yes - partial exemption
- Yes - full exemption

Request for exemption from mandatory co-contribution

Requests for an exemption from part or all of the 20% financial co-contribution requirement may be considered for reasons related to exceptional circumstances.

Applicants wishing to apply for an exemption will be required to provide details of their request as part of the application process and identify any in-kind contributions that may help to cover some or all of the value of the exemption being requested. Exemption requests will be considered at the discretion of the Department.

- Exceptional circumstances that may be considered include, but are not limited to, financial circumstances, impacts from natural disasters and major weather events, recent investment in infrastructure and/or equipment that is related to the project proposed within the funding application.
- In-kind contributions must be eligible costs. Applicants with approved in-kind contributions will be required to report on and acquit these expenses during project delivery.

To request an exemption to the mandatory 20% financial co-contribution please provide details of your exceptional circumstance/s. *

In-kind Contributions

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In-kind contributions may be included as part of an exemption request. In-kind contributions include donated materials, applicant-owned equipment or direct internal staff time to deliver the project.

Applicants must provide itemised details of any in-kind contributions in their application, including:

- the value of an in-kind contribution, for example \$1,400 project management cost
- a short description of the in-kind contribution and how it has been calculated, for example 20 hours of project manager wages at \$70 per hour.

In-kind contributions must be eligible costs. Applicants with approved in-kind contributions will be required to report on and acquit these expenses during project delivery.

| In-kind description | In-kind value in \$ | How the in-kind value was calculated |
|---------------------|--------------------------|--------------------------------------|
| | Must be a dollar amount. | |
| | | |

In-kind evidence

Please upload any in-kind evidence.

Attach a file:

In-kind Total Value

This number/amount is calculated.

Other Income

Please outline details of any other **confirmed** funding that you have as part of the project (which is **not** a part of your co-contribution).

Please note, **do not include the amount requested** under this grant.

If there is no other income for the project, this table can be left blank.

| Description | Type | Amount Expected | Notes |
|-------------|------|--------------------------|-------|
| | | Must be a dollar amount. | |
| | | | |

Other Income - Total

Total amount of funding from other income sources

This number/amount is calculated.

What is the total financial support you are requesting/requested from other sources?

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Please provide other income evidence (if applicable)

Attach a file:

Total Costs

Please note:

- The **Total Project Cost** is auto calculated based on the entries throughout the Budget section of this form:

Total Project Cost = Total Amount Requested + Other Income + Total Co-contribution Amount + In-kind Total value

- The **Total Amount Requested** is auto calculated based on the entries on the table "Expenditure - Grant Funding Requested".

Any changes required to the above total amounts must be made in the tables of the Budget section.

Total Project Cost *

This number/amount is calculated.

The Total Project Cost is auto calculated based on the entries throughout the Budget section of this form. Total Project Cost = Total Amount Requested + Other Income + Total Co-contribution Amount + In-kind Total value.

Total Amount Requested

*

This number/amount is calculated.

This is the total financial support you are requesting under this grant. This figure must be an amount between \$100,000 and \$1 million and is calculated using the Expenditure table above. Any changes to this number can only be done by changing the items/ amounts in the Expenditure table.

Co-Contributions Check

Co-Contributions Check

Applicants must make a financial contribution towards the project of at least 20% of the Total Project Cost.

Financial Co-contribution % Check: Amount must be at least 20% of the Total Project Cost.

This number/amount is calculated.

Shows the percentage of the total applicant contribution to total project cost. Amount should be 20 or more (unless you have requested an exemption).

Overall Budget

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Ensure the following:

- the Total Project Cost includes your cash co-contribution, funding requested, and any other income that you are seeking to deliver the project, and In-kind (total value).
- the Total Amount Requested field is showing an amount from \$100,000 to \$1 million.

Please upload a copy of the total project budget

Attach a file:

The total project budget will include the items proposed to be funded using the grant funding expenditure and the items proposed to be funded using the applicant's co-contribution. The total project budget should equal the amount entered in the "Total Project Cost" field. Please upload an Excel or Word file (or similar).

Merit-based Criteria

* indicates a required field

Applications that meet the compliance, eligibility and project feasibility criteria will be assessed based on the following merit-based assessment criteria:

- Strategic alignment
- Value for money
- Economic benefit
- Balanced approach to regional economic development

Applicants should read the [Program Guidelines](#) for full details on each of the merit-based criteria.

Please provide as much specific information and detail as possible in your responses to demonstrate how well the project addresses the criteria.

CRITERIA: Strategic alignment

Program Objectives

The objective of the Community Participation Stream is to:

- Increase liveability and social cohesion of communities through greater participation in community activities that contribute to the wellbeing, social or economic participation of residents

The expected outcomes of the Community Participation Stream are:

Short-term outcomes

Increased access to diversion activities, reduction in youth crime

Improved amenity of local activities lifts community engagement

Medium-term outcomes

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Health and well-being improvements, and increased opportunities to develop skills and connections within the local community particularly for young people and families

Long-term outcomes

Attract and retain the residents and workers needed to ensure the economic success and ongoing sustainability of regional communities

Communities have the amenities and social cohesion needed to build and maintain resilience from economic or environmental shocks

How do the benefits and outcomes of the project contribute to the objective of the Community Participation Stream? *

Regional Development Trust - Key Focus Area

The Community Participation Stream (the program) delivers priorities identified in the Regional Development Trust Fund Investment Strategy in the following Key Focus Areas of the strategy:

- Community connection and capacity building
- Improving regional service delivery.

See more details in the [Regional Development Trust Investment Strategy and Governance Framework](#)

How does the project address the relevant Key Focus Areas above and priorities in the Regional Development Trust Fund Investment Strategy? *

Word count:

Must be no more than 300 words.

Alignment with relevant government strategies and priorities

How does the project address key priorities for the NSW Government or local strategies? *

Word count:

Must be no more than 300 words.

If your project is aligned to a regional or local strategy, policy or plans, please provide a copy of the relevant document.

Attach a file:

Please ensure the relevant content within any document you upload is clearly linked to your answer above.

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CRITERIA: Value for money

A key principle of any grant program is to achieve value for money. This ensures that the benefits of the grants are maximised for the people of NSW. As outlined in the [Program Guidelines](#), applicants are required to demonstrate how they will contribute to delivering value for money by providing evidence that they have considered:

- The significance of the community need and the current gap in provision that will be addressed by the project.
- The project's benefits and costs.
- Evidence that the project will not proceed without support.
- A strategy for maintenance, operation, or closure, once the project is complete and the grant is expended (as applicable).

Please provide an explanation on the significance of the community need and the current gap in provision that will be addressed by the project. *

Word count:

Must be no more than 300 words.

Please provide evidence to support your response. This can include letters of support for the project (through partner/stakeholder letters, community backing, co-delivery commitments) and evidence of need (letters, data, community consultation). *

Attach a file:

This could include: research, examples, data, case studies, or letters of support that demonstrate the broader applicability and potential impact of your project.

Please provide an explanation on how the project offers value for money based on its benefits and costs. *

Word count:

Must be no more than 300 words.

Please upload any documentation to support your answer.

Attach a file:

This could include: research, examples, data, case studies, or letters of support that demonstrate the qualitative and/or quantitative costs and benefits.

Please provide an explanation of why the project will not proceed without support from this grant? *

Word count:

Must be no more than 300 words.

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Provide the strategy for maintenance, operation or closure once the project is complete and/or the grant is expended. *

Word count:

Must be no more than 300 words.

You may upload below supporting documents relating to maintenance, operation or closure.

Attach a file:

CRITERIA: Economic benefit

Economic benefit relates to:

- The potential for the project to increase participation in community activities or programs related to wellbeing, social or economic participation, to meet the program objectives.
- The contribution of the project, either directly or indirectly, to improving the economic or social outcomes for the community or key cohorts in the community.

Based on the points above, how will the project contribute to delivering economic benefit? *

Word count:

Must be no more than 300 words.

Please upload any evidence to support your answer.

Attach a file:

Where relevant include material you refer to such as: research, examples, data, case studies, etc relevant to the potential economic benefits of your project.

CRITERIA: Balanced approach to regional economic development

This criteria relates to:

- The likely economic or social impact on the region/locality.
- How the project facilitates a balanced approach to regional economic development and contributes to a diversity of project types across rural and regional NSW.

Based on the points above, how will the project contribute to a balanced approach to regional economic development? *

Word count:

Must be no more than 300 words.

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Outcomes

Outcomes

Please tell us about the outcomes you expect to result from your project. Outcomes are the changes you expect to occur for the beneficiaries (direct, indirect and/or intermediaries) of your project. Generally, outcomes can be framed as an increase or decrease in one or more of the following:

- Skills, knowledge, confidence, aspiration, motivation (these are generally immediate or short-term outcomes)
- Actions, behaviour, change in policy (these are generally intermediate or medium-term outcomes)
- Social, financial, environmental, physical conditions (these are generally long-term outcomes)

Your outcomes

How does your intended outcome link to the Program outcomes?

Explanatory notes

| Your outcomes | How does your intended outcome link to the Program outcomes? | Explanatory notes |
|---|--|--|
| What changes do you expect will occur as a result of your project (e.g. Enhanced physical fitness)? Please be brief. One per row. | Please explain how your intended outcome helps contribute to the Program Outcomes. | Add notes if you need to provide more context. |
| | | |

Declaration and Authorisation

* indicates a required field

Declaration

The Applicant represents and warrants that this application has been submitted by an authorised representative of the Applicant (e.g. CEO, Chief Financial Officer, General Manager, Director, Chair of the Board, President, authorised manager etc).

Where this Application is submitted in the course of employment by a representative of any kind (e.g. authorised representative or agent) of the Applicant, you: (i) acknowledge and agree that the Applicant is deemed to be jointly and separately bound by this application; and (ii) represent and warrant that you have the authority to represent and bind the Applicant as contemplated by this provision.

By submitting this application form I hereby declare that:

- I agree for my project to be automatically considered in other NSW funding programs;
- I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;
- All information provided including the responses to each question in the relevant sections of this application is true and correct to the best of my knowledge;

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- Any information contained in this application may be disclosed to other Government agencies, staff administering the program, and to external stakeholders (including consultants, lawyers and other advisers) as part of the assessment of this application;
- I am authorised to submit this application on behalf of, and have the authority to represent and bind the Applicant;
- I understand that a false or misleading application (or the information in connection with this application) may render this application ineligible/invalid, and potentially incur penalties under the *Regional Development Act 2004*;
- The Applicant is aware that no project costs can be incurred until a funding deed has been entered with the department;
- I acknowledge that if this application is successful the Applicant will be required to respond to requests for data, and participation in program evaluation activities;
- All relevant conflicts of interest have been declared; and
- The Applicant is not aware of any issues which could cause reputational or other risks to the NSW Government.

Authorisation

I agree *

Yes

Name of authorised person *

Title First Name Last Name

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

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Position held in applicant organisation (e.g. CEO, Treasurer)

Phone number *

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

Email *

Must be an email address.

Please review your application before clicking the **SUBMIT** button to finalise and submit your application.

Applicant Feedback

As part of the evaluation of this program we invite you to provide feedback on your experience of developing and submitting this application by completing a short survey. All responses will remain anonymous. Your responses will be used to inform an evaluation of

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our processes and continuously improve our programs. Any questions about this survey or how the data is used can be sent to rd.rpp.evaluation@dpiird.nsw.gov.au.

Please click on the link below to complete the survey:

[Complete survey](#)

I can confirm I have completed and submitted the applicant experience survey: *

Confirm

GMS-MGO/2025 v2.0