



GET ACTIVE INDIGO!



Grants Program 2020

Program Guidelines

1. INTRODUCTION

Applications are invited from the community to the Get Active Indigo Grants Programs. The objectives of this program are to:

- Increase resident participation in physical activity.
- Fund a diverse range of recreation program ideas across the shire.
- Support committees, clubs, community initiatives and recreation service providers to get the community more active.
- Increase awareness via targeted promotion about physical activity opportunities shire-wide.
- Trial local recreation project ideas.
- Help residents think differently about ways to Get Active.
- Respond to place-based recreation programming needs.

We encourage you to contact Council to discuss the suitability of your project before putting in an application. Contact Council's Recreation Officer on 1300 365 003 or email info@indigoshire.vic.gov.au

Funding available

A total of \$30,000 is available for projects with a maximum of \$5,000 to be applied for per project

Program Overview

The Get Active Indigo grant program has been created in response to a recommendation from Indigo Shire Council's Active Indigo Recreation Plan 2018 – 2026. This plan recommended that Council take a program-based approach adopting activities and programs for local residents, to better align with the needs of the greater community.

Some quick stats:

- Currently 20.5% of Indigo Shire residents over the age of 15 who report that they do not undertake any physical activity
- 49.9% of Indigo Shire residents report that they are obese or pre-obese.
- Over 65s – currently only 25% of Australians over 65s meet the physical activity guidelines outlined below

These are the current VicHealth Guidelines for physical activity based on age groups. This may help guide you on choosing a target population:

Age	Guidelines
0-5	<ul style="list-style-type: none"> For health development in infants (birth to one year) physical activity – particularly supervised floor-based play in safe environments – should be encouraged from birth. Toddlers (1 to 3 years) and pre-schoolers (3 to 5 years) should be physically active every day for at least three hours, spread throughout the day.
5-12	<ul style="list-style-type: none"> For health benefits, children aged 5–12 years should accumulate at least 60 minutes of moderate to vigorous intensity physical activity every day. Children’s physical activity should include a variety of aerobic activities, including some vigorous intensity activity. On at least three days per week, children should engage in activities that strengthen muscle and bone. To achieve additional health benefits, children should engage in more activity – up to several hours per day.
13-17	<ul style="list-style-type: none"> For health benefits, young people aged 13–17 years should accumulate at least 60 minutes of moderate to vigorous intensity physical activity every day. Young peoples’ physical activity should include a variety of aerobic activities, including some vigorous intensity activity. On at least three days per week, young people should engage in activities that strengthen muscle and bone. To achieve additional health benefits, young people should engage in more activity – up to several hours per day.
18-64	<ul style="list-style-type: none"> Be active on most, preferably all, days every week. Accumulate 150 to 300 minutes (2 ½ to 5 hours) of moderate intensity physical activity or 75 to 150 minutes (1 ¼ to 2 ½ hours) of vigorous intensity physical activity, or an equivalent combination of both moderate and vigorous activities, each week. Do muscle strengthening activities on at least 2 days each week.
65+	<ul style="list-style-type: none"> Older people should be active every day in as many ways as possible, doing a range of physical activities that incorporate fitness, strength, balance and flexibility. Older people should accumulate at least 30 minutes of moderate intensity physical activity on most, preferably all, days.

Council is committed to working in partnership with community planning groups to deliver low cost place-based activities, supported by suitable equipment, training and seed funding. The philosophy behind this approach is that each community knows what its strengths, assets and needs are and can build a model that best meets local needs. The ultimate aim of this approach is to get more people more active, particularly those currently inactive.

2. IMPORTANT DATES

FEB 24 2020	Applications open
MARCH 2 – MARCH 6 2020	Grant Drop in sessions held
MARCH 20 2020	Applications close
MAY 2020	Successful applicants notified
JUNE 2020	Payments made via direct debit

3. ELIGIBILITY CRITERIA AND ASSESSMENT

Eligibility

Your program is eligible if:

- The project meets the objectives of the program, specifically to increase physical activity of the residents of Indigo Shire.
- The project is yet to commence. Projects will not be funded retrospectively.
- The project is for a program or activity, and minor equipment purchases to support the program. Infrastructure or capital works will not be funded.

To apply you need to:

- Be an Indigo Shire-based incorporated body or be auspiced by an Indigo Shire-based incorporated body. Organisations from outside Indigo Shire need to be auspiced by an Indigo Shire based body.
- Have appropriate public liability insurance.
- Demonstrate a contribution in the form of cash, voluntary service or other in kind support.

Assessments of Grants (Criteria)

All applications will be assessed by of the Get Active Indigo Grants Assessment Panel (GAIGAP). The Panel will make a recommendation to Council for consideration.

Applications will assessed against the degree to which they meet the objectives of the Get Active Indigo Grants Program (listed in the Introduction).

4. GRANT DROP IN SESSIONS

Council will be holding drop in sessions to explain the application process, answer any questions from the community and discuss the types of projects which may be funded. Applicants are encouraged to attend a grant workshop.

Beechworth – Beechworth Library	Tuesday 3 Mar 4:30 – 6pm 2020
Chiltern – Chiltern Library	Wednesday 4 Mar 3pm – 4:30pm 2020
Rutherglen - Rutherglen Library	Wednesday 4 Mar 5:30pm – 7:00pm 2020
Kiewa – Tangambalanga – Lion’s Den	Thursday 5 th Mar 3pm – 4:30pm 2020
Yackandandah – Yackandandah Library	Thursday 5 th Mar 5:30pm – 7pm 2020

5. HOW TO APPLY

Please complete the Get Active Indigo Grant Application Form below. Completed applications with all supporting documentation are to be sent to:

ATT: Chief Executive Officer
Get Active Indigo! Grant Applications
Indigo Shire Council
PO Box 28 Beechworth VIC 3747
Email: info@indigoshire.vic.gov.au (please scan as one document).

Applications close at 5.00pm on March 6th, 2020.

If you have any questions around your application please contact Council’s Recreation Officer on 1300 365 003 or email info@indigoshire.vic.gov.au

6. SUCCESSFUL APPLICANTS

Payment

Indigo Shire Council will not exceed the maximum funding amount. Any extra costs incurred will be the responsibility of the successful applicant responsible of the project. Indigo Shire Council will transfer grant funding electronically into a nominated Australian Bank Account in accordance with agreed milestones

Outcomes Report

Successful applicants will be required to produce a report that demonstrates the results of the program against the program project plan including both program outputs and outcomes.

GOOD LUCK WITH YOUR APPLICATION!

WHO

WHO	
Name of Organisation	
Postal Address	
Is your Organisation Incorporated?	<input type="checkbox"/> Yes Registration number: <input type="checkbox"/> No Auspice body:
Does your Organisation have Insurances?	Public Liability Insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No Building Insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is your Organisation registered for GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Organisation have an ABN?	<input type="checkbox"/> Yes Quote ABN: <input type="checkbox"/> No <i>Note: If your organisation does not have an ABN, a "Statement by a Supplier – Reason for Not Quoting an ABN" Form must be completed and attached. This Form is readily available from the Australian Tax Office.</i>
Purpose of Group	
Number of Financial Members	
President's Name	Name: _____ Ph: _____
Secretary's Name and Contact Details	Name: _____ Ph: _____ Email: _____
Contact Name & Phone Number for Project Coordinator	Name: _____ Phone Number: _____

WHAT AND WHY

Name of Project:

1. Provide a brief description of your project

2. Identify the goals of the project

HOW

3. How will this project get people moving more often and sustainable change will occur in program participants

4. How will the program be sustainable following the completion of the grant funded component program.

5. How does the group/plan to promote the activity to the community.

6. Please attach a Project Plan outlining timelines, milestones and responsibilities (Project Plan Template can be found here [\(Link Here\)](#))

RESULTS

7. What are your target results for increasing participation

8. How will you measure the success of the project.

CAPACITY

8. Proposed Budget - Please provide specific details of the total budget for the project. This may include details on labour costs, materials, equipment, venue hire, etc.

INCOME	
Cash contribution from your organisation (including bank statement of evidence)	\$
Amount of grant sought from Council	\$
Total Income for Project	\$

EXPENDITURE (ATTACH COPIES OF QUOTES WHERE APPLICABLE)	
Item	Amount
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Expenditure for Project (<i>should equal Total Income</i>)	\$

Table 1: In-kind/Volunteer Work Schedule (if applicable)	
Task to be completed	Number of Hours

Section 4. Attachments

Please attach any further information or documentation supporting your application.

If appropriate, have you provided?

- Supporting documents i.e Strategic plans, Program documents, Research reports
- A financial statement for your organisation (evidence of cash flow for the proposed project)
- Attached copies of quotes where applicable
- Completed a Project Plan which accompanies the application
- Demonstrated stakeholder support and community interest (e.g. letters of support)

DECLARATION (to be completed by an authorised person of the organisation)

I have read the guidelines relating to grants under this Council program and certify to the best of my knowledge the information provided in this submission is true and correct and discloses a full and accurate statement of the applicant organisation's income and expenditure. If successful in gaining funding I agree to abide by the Council's condition of grant regulations, including project evaluation and grant acquittal completion.

APPLICANT NAME (please print) _____

ORGANISATION: _____

SIGNATURE: _____

POSITION: _____

ORG PRESIDENT/CHAIR NAME: _____

SIGNATURE: _____

DATE: _____

Note: Applications close at 5pm, Friday 20th March 2020

Supplier Code

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Indigo Shire Council's accounting system enables finance department to email Remittance advices for payments made by EFT. We are taking this opportunity to ensure all our Supplier Details are current.

To enable this, please complete both sections below.

Thank you for your assistance.

Supplier Information

Supplier Name:

Supplier Address:

Supplier ABN:

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Email address for remittance advice:

Contact Phone Number:

EFT Payment Details

Bank Name:

Bank Account Name:

BSB Number:

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Account Number:

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Office Use Only

Entered on System by:

Name

Date