

CITY OF PROSPECT



COMMUNITY SUPPORT FUND GRANT GUIDELINES



*Diwali - Hindu Festival of Lights (top)
Prospect Walking Footy Group (above)
Having fun at a Twilight Session (right)*



City of Prospect is a thriving, engaging and welcoming city. Through our grants program, we aim to empower the community, fostering unity, nurturing neighbourliness, facilitating meaningful connections, amplifying our vibrancy, and promoting active social citizenship.

Through our Community Support Fund we provide the opportunity for local groups and organisations to receive grant funding to enable them to be the driver of their own initiatives and to develop new ideas that will be of benefit to the Prospect community.

Who can get a Community Grant?

To be eligible you need to be a not-for-profit incorporated organisation, group or legal entity with comparable status. Your initiative or idea must align with the program categories of 'creating a connected and engaged community' or 'supporting vibrancy and activation across our city'. Your initiative or idea must be for the benefit of City of Prospect community.

How much can I apply for?

Grants of up to **\$2,000** will be available for the purchase of small equipment or facility improvements that supports an organisation or group's activities.

Grants of up to **\$3,000** will be available for projects, initiatives, events and creative ideas.

What are we looking to fund?

Our Community Support Fund can support ideas that focus on empowering our future through the following categories:

Creating a connected and engaged community

We are looking to fund projects and equipment purchases that create opportunities for people of Prospect to participate, connect with and support one another. We want to foster a sense of belonging and enhance the wellbeing of residents by building capacity, empowerment, and connection with meaningful consideration to inclusive practices.

Supporting vibrancy and activation across our city

We are looking to fund projects that show or create community involvement and clearly demonstrate community support. We want to celebrate community value, connect to our history, embrace our diverse cultures and enrich our places and spaces so they are inviting, full of life, and enthusiasm.

You can apply for funding to support a program or activity, run a community event, deliver a project, purchase equipment or undertake facility improvements. If you have an idea not on this list that you believe will benefit the community - please talk to us!



Prospect District
Cricket Club

Assessment Criteria

If the application meets all the eligibility criteria, we will evaluate against the criteria below.

ASSESSMENT CRITERIA		WEIGHTING
1	Extent or reach to which the initiative or idea benefits City of Prospect's community.	30%
2	Clear reasons for why initiative or idea is important to City of Prospect's community.	20%
3	Level of which the applicant has demonstrated their capacity to deliver .	15%
4	Fully detailed, costed, and balanced budget , with quotes, realistic pricing and proportional applicant and/or partner contribution.	15%
5	Accessibility & Inclusion – equal access and opportunities to everyone, wherever possible.	10%
6	Sustainability i.e. waste diversion, conserve natural resources, protect our local ecosystem, resilience to climate change.	10%

How to apply

Click on the 'Apply Now' button <https://prospect.smartygrants.com.au/CSF26-27> to access the online application. Applicants can only apply online when the funding round is open. We encourage applicants who need support or access to computers and the internet to contact us.

Applications open on 13 July 2026 and close on 11 September 2026.

For more information on the Community Support Fund, call 8269 5355 and ask to speak with our Community and Volunteer Programs Coordinator.

What else do you need to know?

- Applicants may need to purchase public liability insurance (if applicable to the project) and will be able to use grant funding for this purpose
- Applicants can only be funded for a project, initiative, or activity, which is similar to previous approved applications, for a maximum of two times in a three-year period. The grant is not intended to support the continuous or ongoing delivery of a service, program, or activity
- Applicants applying for events will need to demonstrate they are working towards zero waste to landfill outcome
- Applicants must seek and comply with any relevant permits and/or approvals, and meet any costs associated with those approvals
- Applicant must ensure that they as well as the funded idea complies with all the relevant acts, codes, standards, and applicable legislation, including but not limited to the Child Safety (Prohibited Persons) Act 2016, Disability Discrimination Act and Work Health and Safety Act 2012
- Applicants who receive funding from Council will be expected to acknowledge Council's grant in any publications or publicity



- Applicants will need to demonstrate good governance practices are in place or be applying to improve governance practices
- Applicants who do not finalise their previous grant by means of an acquittal, as per the agreed terms and conditions of any grant received may jeopardise future funding
- Volunteer hourly rate is determined by Volunteer SA/NT and updated twice per year at: vsant.org.au/value-of-volunteering/ (in November 2024 it was listed for South Australia as \$49.53)
- Following the completion of the project or program, an evaluation report and financial acquittal showing how funds were spent must be forwarded to Council within 12 months of funds being received
- If successful, the grant application will act as the binding funding agreement between the applicant and City of Prospect
- Applications will be considered using an equity, inclusion and equality lens to ensure fair access to funding and long term sustainability of the program. For example, an applicant who is from the same organisation as a recently approved grant funding recipient may not be considered.



Rotary Club of Prospect (top right)

Eagles Lacrosse Club (top)

Prospect Active Walkers (left)

We will not fund

- Reimbursement for money already spent
- Facility improvements or maintenance on council owned buildings that are deemed the responsibility of the lessor (council)
- Delivery of programs or services which are intended to be ongoing. The exception to this is the development, pilot or trial of a program or initiative
- Travel allowances
- Programs, services, or initiatives which significantly duplicates existing Council services or those provided by other organisations
- Fundraising activities, sponsorships, or prize monies. The intention of this is so public money is not utilised to make a profit
- Budget deficits, fundraising activities, or costs associated with the running of an organisation (eg administration costs or overheads, utility bills or insurance)
- Retrospective payments where the initiative or purchase occurred prior to the grant assessment
- Applicants with an overdue or unsatisfactory Evaluation/Acquittal report to City of Prospect
- Applicants with outstanding debts such as rates, fees, charges, or overdue acquittals to City of Prospect
- Initiatives that are intended to make a profit
- State or Federal Government Departments and services, with the exception of Schools, Children's Centres or others applying for funding where the application falls outside their core activities and benefits the broader Prospect community
- Political activities
- Profit making organisations including commercial entities, businesses, and sole traders unless the initiative and applicant meets all criteria as stated in section 'A note for businesses and sole traders'
- applicants who have received City of Prospect funding for the same project/activity through another funding program.

A note for businesses and sole traders

Profit making organisations including commercial entities, businesses, and sole traders are only eligible to apply for initiatives if they meet the following conditions:

1. There is a clear and strong alignment to the intended outcomes for the grant program
2. Specifically benefits the broader Prospect community
3. There is clear, demonstrated and significant local community support
4. They have the capability to make it happen
5. Profit for the business from the initiative is not the main aim
6. Demonstrates collaboration between individuals/groups
7. Shows the impact on the identity of the area
8. Brings new and positive ideas
9. Builds on existing community assets and enthusiasm
10. Brings a contribution of their own (in kind, material or financial)
11. Occurs in publicly accessible spaces (may be on private land, with permission, but still accessible to the public).

Who can I talk to for more information?

Prospect Community Garden

Community and Volunteer
Programs Coordinator

Phone 8269 5355;

Email [**admin@prospect.sa.gov.au**](mailto:admin@prospect.sa.gov.au);

(please attention Alison Wall)

