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| NORTH RICHMOND PRECINCT  COMMUNITY GRANTS PROGRAM 2023 – 2024 |
| Frequently asked questions |
| To assist you in preparing your application, we have answered some of the most frequently asked questions we receive. If your question is not addressed here, contact the North Richmond Precinct Team: [engagenorthrichnmond@dffh.vic.gov.au](mailto:engagenorthrichnmond@dffh.vic.gov.au) / 0477 765 743. |

Do I need to read the grant program guidelines?

Yes! It is very important that you read the guidelines so you understand the aims of the program, points of eligibility, what you can and can’t apply for and what your responsibilities are in receiving the funding and delivering your project.

How do I apply for a North Richmond Precinct Community Grant?

1. Read the [North Richmond Precinct Community Grants Program Guidelines](https://www.dffh.vic.gov.au/north-richmond-community-grants-2023-24-guidelines)
2. Talk to a member of the North Richmond Precinct Engagement Team to determine your eligibility and the best grant category for your project idea
3. Read through the application form questions. Copies of the questions for each category are on the Precinct website.
4. All applications must be submitted through Grants Gateway. You will need to register or log in [to Grants Gateway](https://grantsgateway.dffh.vic.gov.au/s/login/?ec=302&startURL=%2Fs%2F) and click on the ‘Apply Now’ button. If you have used Grants Gateway before, your login will be the same.

The [North Richmond Precinct website](dffh.vic.gov.au/north-richmond) has resources to assist you with writing and submitting your application.

When can I apply?

Applications open on Wednesday 15 November and close at 11.59 on Sunday 14 January. No late applications will be accepted.

Who can apply?

There are a number of criteria applicants must meet. Most importantly all applicants must:

* Be a not-for profit incorporated association/organisation (or be auspiced by a not-for profit incorporated association/organisation) that is either based in, or provides services in North Richmond
* Have a valid public liability insurance policy (minimum $20,000,000 coverage)
* Address at least one of the Community Action Plan key priority areas in their application.

[Go to pages 9-10 and 14-15 of the grant program guidelines](https://www.dffh.vic.gov.au/north-richmond-community-grants-2023-24-guidelines) for more information about eligibility and what types of projects can and can’t be funded.

 How much funding can I apply for?

As a result of direct feedback from the North Richmond Precinct Community Committee members, the   
2023-2024 grants program is made up of two categories, with two streams in each:  

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| **Category** | **Streams** |
| Community Strengthening | $1000 - $5000 grants  $5001 - $30,000 grants |
| Community Infrastructure | Planning grants: up to $30,000  Capital Works grants: $50,000 - $300,000 |

Refer to the [Community Grants Guidelines 2023-2024](https://www.dffh.vic.gov.au/north-richmond-community-grants-2023-24-guidelines) for information on each of these funding opportunities.

Will all applications receive funding?

Unfortunately, not all applications will receive funding. The North Richmond Precinct Grants Program receives more applications than it is possible to fund. Successful applicants may also only be funded for part of what they request.

Please make sure you read the [North Richmond Precinct Grant Program Guidelines](https://www.dffh.vic.gov.au/north-richmond-community-grants-2023-24-guidelines) carefully to give your application the best possible chance of success.

How many applications can I submit?

* Each organisation can submit one application per funding round.
* All previous grant recipients are welcome to apply again, but while we can fund an overall project in more than one grants round, we can only fund specific project activities once

What kind of projects have you funded in previous rounds?

Information about projects that have previously received funding is available on the [Precinct website](https://www.dffh.vic.gov.au/north-richmond-community-grants).

Can I write my application instead of doing it online?

No. We can only accept applications completed and submitted through Grants Gateway.

Who do I speak to if I need some help with my application?

The best way to learn more about the process is to attend one of the department’s two information sessions at the Learning Bank, 124 Victoria St, Richmond:

**Tuesday 28 November**

**12 -1.30 pm or  5.00 - 6.30 pm**

 Interpreters will be available on request at both sessions.

Drop-in sessions and one-on-one support will be available throughout the application period (15 November – 15 January) for assistance with writing and submitting applications.

How will my application be assessed?

Your application will be assessed and scored against the eligibility and assessment criteria for the relevant grant.

Following these assessments, your application will be reviewed by an assessment panel that includes representatives from the Department and the community.

The final decision is made by the Minister for Housing. Once a decision has been made, you will be advised if your application has been successful. All decisions relating to funding are considered final.

Please refer to pages 12-13 and 18-20 of the [North Richmond Precinct grant program guidelines](https://www.dffh.vic.gov.au/north-richmond-community-grants-2023-24-guidelines) for further information on the assessment criteria.

I have a question that isn’t included here. Who can I speak to?

The North Richmond Precinct Team is available to answer any questions you have:

[engagenorthrichmond@dffh.vic.gov.au](mailto:engagenorthrichmond@dffh.vic.gov.au)  / 0477 765 743.