

2025-27 O&P Multicultural & Seniors Grant Application

Form Preview

Eligibility

* indicates a required field

Program

This field is read only.

Application Number

This field is read only.

Welcome to the Kingston Grants Program, Operational & Partnership - Multicultural & Seniors grant stream. This is a three-year grant cycle covering 2024-2027.

This application is for year 2 (2025-26) and year 3 (2026-27). To be considered for funding, applications must be submitted by midnight on Friday 28 February 2025.

Before completing this form, you should read the Kingston Grants Program [Guidelines](#).

If you have any questions, please contact Kingston Grants officers on 1300 653 356 or community@kingston.vic.gov.au.

Confirmation of Eligibility

Organisations must

- Be legally constituted as an incorporated association, company limited by guarantee, or Aboriginal Corporation, or auspiced by another legally constituted organisation (auspice) for the activity proposed in the application
- Be not-for-profit and managed by a volunteer board/committee of management, or auspiced by a not-for-profit managed by a volunteer board/committee of management
- Be financially solvent
- Be physically located within Kingston City Council's geographical boundaries or if located outside Kingston City Council's geographical boundaries, have a majority number of Kingston residents (e.g. more than 50% of active members or participants) or be able to demonstrate significant benefit to the Kingston community
- Provide current public liability insurance with a level of cover appropriate to the activity/program
- If a Council tenant, be in compliance with all requirements within the tenancy agreement
- Have no overdue grant acquittals and have successfully acquitted previous grants received
- Have no outstanding debts owing to Council, or have entered into a payment plan
- Have no active breaches against the obligations of Consumer Affairs Victoria, the Australian Not-for-Profit and Charities Commission, or the Australian Securities and Investment Commission, as applicable

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- Have not received a grant for the same or similar activity from another Kingston Grants Program grant stream or other Council funding source in the same financial year running July to June
- Submit a complete application, including attachments or other supporting information requested by Council
- Adhere to the [Victorian Child Safe Standards](#)

Please select below: *

☐ Yes

☐ No

You must confirm that all statements above are true and correct.

Ineligible

Your response indicates that you are not eligible to apply for Kingston's Operational & Partnership grant.

For further information please contact the Kingston grants officers on 1300 653 356 or email community@kingston.vic.gov.au

Contact Details

* indicates a required field

Privacy Notice

Kingston City Council is committed to protecting your privacy. The personal information requested on this form is being collected by Kingston City Council for the purpose of grant administration and/or any other directly related purpose. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If you wish to alter any of the personal information you have supplied, please contact the Kingston grants officers on 1300 653 356 or email community@kingston.vic.gov.au

A full copy of our Privacy Policy may be obtained from the Kingston website: www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Care Centres or Libraries.

Applicant Organisation Details

Group or Club Name *

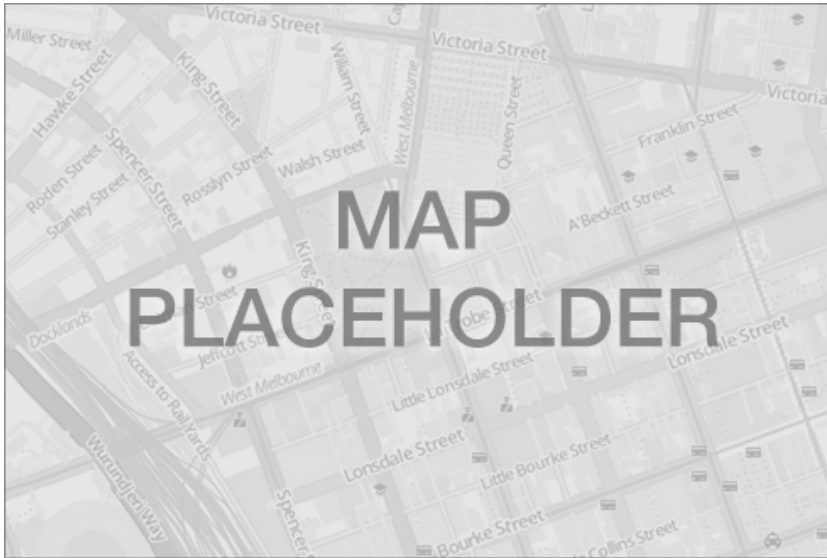
Organisation Name

Please use the same name that is listed in official documentation such as Consumer Affairs, Australian Business Registry, Australian Charities and Not for Profit Commission, Australian Tax Office

Where does your group or club regularly meet?

Address

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Group or club postal address

Address

PO Box or where mail will be collected. If your address does not appear you may enter the details manually

Group or club website

Must be a URL.

Main Contact Details

Primary contact *

Title First Name Last Name

This is the person we will contact about this grant

Position held in group or club *

For example: President, Secretary, Treasurer

Phone number *

Must be an Australian phone number.

Email address *

This is the address we will use to contact about this grant

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Other Contact Details

Please tell us the name of another Committee member for your group or club

Secondary contact *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

This person will be contacted if we are unable to reach the primary contact

Secondary contact - position held in group or club *

Must be a Committee Member (for example: President, Secretary Treasurer)

Secondary contact - phone number *

Must be an Australian phone number.

Secondary contact - email address *

Must be an email address.

Group or Club Details

* indicates a required field

Is your group or club incorporated? *

- ☐ Yes
☐ No

Ineligible

Your response indicates that you are ineligible to apply for Kingston's Operational & Partnership, Multicultural & Seniors grant program.

For further information please contact the Kingston Grants Officers on 1300 653 356 or email community@kingston.vic.gov.au

Have you previously provided your Incorporation Certificate to the Kingston City Council Grants Team? *

- ☐ Yes
☐ No

What is your group or club's incorporation number? *

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Incorporated Association or Australian Company Number

Please upload your group or club's Certificate of Incorporation *

Attach a file:

Please add your ABN (if applicable)

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	

What is your group or club's purpose or mission? *

Why have you formed as a group or club?

Total number of active members in your group or club *

Must be a number.

How many active members are residents of Kingston? *

Must be a number.

Please provide evidence of your Kingston members (eg. a list of your members with their residential postcode) *

Attach a file:

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Meeting Frequency

Please list the days of the week and times that you regularly meet with members.

Days of the week	Meeting time	Meeting Frequency	Notes
i.e. Monday	i.e. 12.30pm-2.30pm	How often do you meet?	If 'Other' please provide more information

Please upload the following documentation:

Your group or club's Certificate of Currency (Public Liability Insurance) *

Attach a file:

Your group or club's list of all committee members *

Attach a file:

Your group or club's latest Annual General Meeting minutes *

Attach a file:

Your group or club's most recent financial statement *

Attach a file:

Must be a financial statement (not a bank statement). Must show income, expenditure and savings

Activities

* indicates a required field

Please tell us how this grant funding will support your group or club's activities *

Are you applying for funding to provide regular meals (prepared at your meeting venue) for your members? *

☐ Yes ☐ No

You must meet in a venue with a commercial kitchen to be eligible to receive funding for meals *If your group only provides tea/coffee/biscuits you should answer No to this question

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Who will participate in your activities? *

- ☐ Culturally and linguistically diverse (CALD) ☐ Older adults (55+ years) groups
- ☐ Indigenous communities ☐ People with disabilities
- ☐ LGBTQIA+ community ☐ Women
- ☐ Men

Select all that apply

How does your group's activities support access, diversity and inclusion (refer to the definitions below)? Please provide further detail *

Access - Please explain how your activity will give people a chance to join in or take part. How will you address any physical, communication, financial barriers to peoples participation (such as physical, communication, financial, social, cultural, technological, time, educational or psychological barriers).

Diversity - Refers to a mix of various characteristics such as race, culture, gender, abilities, and perspectives within a group or community. Activities that support a variety of populations, such as both Chinese and Italian communities, or Greek communities and People with Disabilities, are considered diverse. An activity cannot be considered diverse if it serves only one population, regardless of whether that population faces disadvantages.

Inclusion - Please explain how your activity will ensure everyone feels welcome, respected, and valued. How will you create an environment where all people, regardless of their differences, can fully participate and have equal opportunities.

Activities

Tell us about the activities you will undertake. List one per row.

You can list one location for each activity. If you have one activity taking place in multiple places, please list each location as a separate activity.

Activity	Location
Describe your activities that you will regularly do with your members. List one per row	Where will your activity occur?

How will you promote your activities? *

Think about how you get people to be involved in your activities, and how you will attract new members or different types of people to join

Have you done these activities before? Please give details *

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Please explain the experience, skills, and knowledge of the main people who will run these activities *

How will their skills help make your activities successful?

How does your group or club reduce waste? *

Consider the environment

Operational Outcomes

Outcomes

Please tell us about the outcomes you expect to result from your funding. Outcomes are the impacts you expect to see for your community. 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 outcome goals

What changes do you expect will occur as a result of your activities? (e.g. increase social connection) Please be brief. One per row.

Alignment with our outcome goals

Which of our outcome goals will your project contribute to? If multiple apply pick the most relevant.

No more than 1 choice may be selected.

Budget

* indicates a required field

Formula Based Assessment

Your application will be assessed against the following funding formula.

Base 2 Meeting hours for social activities X number of Kingston residents who are active members X 12 Meetings per year X \$2.00 (Funding cap of \$1,000) + **Additional** 12 meals

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per year X number of Kingston residents who are active members X Meals on Wheels
minimum cost of \$4.50 (Funding cap of \$3,000)

Groups or clubs that provide meals to members. Must provide at least 6 meals per year

+Qualitative (Additional Funding)

The Qualitative (additional funding) amount will be given when:

- the applicant meets in Kingston
- the applicant has more than 50% Kingston members

The assessment panel will also consider additional funding where there are a large amount of registered members.

=**Total:** Total funding allocation

What is your groups current annual income? *

Must be a dollar amount.

For example: membership fees

What is the value of any cash reserves your group currently holds? *

Savings or funds held for purpose

What plans (if any) do you have for spending your cash reserves? *

If your organisation does not have any cash reserves respond N/A

What is your groups current annual expenditure? *

Are you able to access other sources of funding for this activity? Please provide details *

What are your plans for future funding of your activities? *

How will you make sure this activity can keep going on its own in the future, without needing to rely on Council funding?

What will you use your funding for?

Please list what you will spend this funding on? Use the notes to tell us more

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Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
	If you select 'Other' please provide more information in Notes		Please provide more detail. Use this section to provide an explanation if you selected the expenditure type: 'Other'
		\$	
		\$	
		\$	
		\$	

Certification and Feedback

* indicates a required field

This section must be completed by a Committee member on behalf of the group or club (this person may be different to the main contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval and Funding Agreement.

I agree *

☐ Yes

☐ No

Name of authorised person *

Title

First Name

Last Name

Must be a Committee member

Position *

Position held (e.g. President, Secretary, Treasurer)

Phone number *

We may contact you to verify that this application is authorised by the group or club

Email *

Must be an email address.

Date *

Must be a date

Feedback

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You have reached the end of the application form. Before you submit please provide some feedback

How did find the online application form?

- ☐ Easy ☐ Neutral ☐ Difficult

Did you find the Guidelines easy to understand?

- ☐ Yes ☐ No

Is there anything you would like to tell us to help us improve our form?

What Happens Next

Thank you for your application.

Once you select submit, the email address you registered with will be sent an email and a copy of your application.

Council may contact you for more information about this application.

All applicants will be advised of the outcome in mid-2025, once recommendations are approved by Council.

For further information about Kingston's Operational and Partnership Grants program or to view the Grant Guidelines, please visit <https://www.kingston.vic.gov.au/community/grants/grants-program> or contact the Kingston Grants Officers on 1300 653 356 or community@kingston.vic.gov.au