COMMUNITY FUNDING PROCESS

Apply

- Complete eligibility quiz.
- Read the website and guidelines to determine which grant best suits your proposed activity.
- Attend information sessions or skill building workshops on offer.
- Plan your activity in alignment with grant guidelines.
- Contact Council to discuss your application.
- Complete an application form and submit before closing date.
- Keep an eye on the website for updates.

Assess

- Applicant eligibility is assessed.
- All eligible applications will be assessed by a panel, against the assessment criteria detailed in the Guidelines.
- All successful and unsuccessful applicants will be informed of the outcome of their application in writing and offered the opportunity to discuss.
- Responsibilities and requirements related to expenditure, reporting, and acquittal will be provided to successful applicants for signature via funding agreement.
- Successful applicants and the amount of funding received may be made publicly available on Council's website.

Deliver

- Successful recipients are required to deliver the funded activity within 12 months of signing the funding agreement.
- Successful recipients are required to acquit and report their activities using the template provided by the date specified on the website.
- Any changes to activities must be discussed with Council and confirmed in writing prior to implementing.
- Any unspent funds will need to be returned to Council.
- Failure to complete reporting and acquittal requirements may impede eligibility for future community funding.

PENRITH CITY COUNCIL

penrith.city