

Environmental Sustainability Grant - Community Group Projects - FY 2026-27

Form Preview

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* indicates a required field

Introduction

Please read the [Grant Guidelines](#) before completing this grant application.

The **Environmental Sustainability Grant** provides one-off funding to support community group projects and individual landowner environmental works that support the strategic vision for Frankston City's future.

This grant includes two categories:

Community Projects

Not-for-profit Organisations or Community Groups

Landowner Works

For eligible individuals who own rural land in Frankston City

For any questions or assistance with your application, please contact the Community Grants and Network Team on **(03) 9784 1035** or email **communitygrants@frankston.vic.gov.au**

Please quote the application number below for all enquiries:

This field is read only.

Privacy Statement

The personal information on this application form is collected by Frankston City Council for the purposes of assessing eligibility for funding and for the management of any community grants funding provided. Council may also use the personal information to distribute mail of interest such as: events, information and other funding opportunities. Applications for some grants may be provided to a panel with community members for assessment. Information about awarded grants, including the amount and the project name, is made public. Personal information about individuals is not made public, except for the names of artists receiving Artists Projects Grants. Personal information will otherwise only be used as authorised by law. For further detail about how Council handles personal information, or to access your information, see Councils privacy policy at www.frankston.vic.gov.au or contact Councils privacy officer on 1300 322 322.

Organisational Details

Are you proposing to deliver a Community Group Project in Frankston City?

- ☐ Yes
☐ No (ineligible)

Must answer 'Yes' to this question to be eligible to apply for this grant.

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Is the community group or organisation not-for-profit (as classified by the ATO in the Income Tax Assessment Act 1936)?

- ☐ Yes
- ☐ No (ineligible)

Helpful tip

- Unsure about legal structures for not-for-profits? Please refer to the Australian Taxation Office website [Legal structures for not-for-profits | Australian Taxation Office](#) (open in a separate tab)
- Unsure which one your organisation or group fits into, call the Community Grants Team on (03) 9784 1035 or email CommunityGrants@frankston.vic.gov.au

Ineligible

Unfortunately, the answer you've provided on this form has indicated that you may be ineligible for this grant.

This grant is for eligible not-for-profit organisations or community groups.

If you are an individual who owns rural land in Frankston City please refer to the application form [here](#).

Please refer to the grant [guidelines](#) for more information regarding eligibility or contact the Community Grants & Networks Team by [email](#) or calling (03) 9784 1035 before continuing.

Incomplete applications and/or applications received after the closing date will not be considered.

If you are a business, please find business related grants and opportunities at <https://www.frankston.vic.gov.au/Business-and-Growth/Business-Grants/Business-Grants>

Is the community group or organisation either:

*

- ☐ Incorporated under the Associations Incorporation Reform Act 2012 or commenced the process of incorporation
- ☐ Enacted under legislative provisions for charitable purposes
- ☐ Group operates under a larger incorporated umbrella organisation
- ☐ Auspiced by another incorporated not-for-profit organisation that will assume legal and financial responsibility for the grant.
- ☐ None of the above (ineligible)

Ineligible

Unfortunately, the answer you've provided on this form have indicated that you may be ineligible for this grant.

To be eligible for this grant the organisation must either be

- Incorporated under the Associations Incorporation Reform Act 2012 or commenced the process of incorporation (evidence will be required)
- Enacted under legislative provisions for charitable purposes
- Supported (auspiced) by another incorporated not-for-profit organisation that will assume legal and financial responsibility for the grant.

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Please refer to the grant guidelines for more information regarding eligibility or contact the Community Grants & Networks Unit by [email](mailto:communitygrants@frankston.vic.gov.au) on communitygrants@frankston.vic.gov.au or calling (03) 9784 1035 before continuing.

Organisation Name *

Organisation Name

Where is the organisation located *

Address

Organisation's Postal Address (if different from above)

Address

Optional - Organisation's Website

Must be a URL.

ABN Status

What is your organisation's ABN or ACN / GST status? *

- ☐ No ABN/ACN and not registered for GST
- ☐ ABN/ACN but not registered for GST
- ☐ ABN/ACN and registered for GST
- ☐ Currently applying for ABN / ACN / GST registration (attach evidence below)

Please choose one.

Please provide the Australian Business Register (ABR) details of the group / organisation: *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

ABN

Entity Name

ABN Status

Entity Type

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

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ACNC Registration

Tax Concessions

Main Business Location

Must be an ABN.

If you are currently applying for ABN / ACN / GST Registration, please attach evidence here: *

Attach a file:

Contact Details

* indicates a required field

Key contact person's details *

Title First Name Last Name

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Committee Position: *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

2nd Contact name (other committee member): *

Title First Name Last Name

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2nd Contact's Committee Position *

Phone Number *

Must be an Australian phone number.

Email *

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Must be an email address.

Required Documents

* indicates a required field

Please refer to the Australian Taxation Office for information around [Legal structures for not-for-profits](#) | [Australian Taxation Office](#) (Please right click to open in a separate tab)

Most Recent Annual Financial Statements *

Attach a file:

Must include annual profit/loss and asset/liabilities statements to be eligible for funding. If you cannot supply this year's statements, please provide last years's.

Most Recent Annual General Meeting Minutes or Annual Report *

Attach a file:

If you cannot provide the AGM minutes for this year, please provide last year's AGM minutes.

Public Liability Insurance Certificate of Currency *

Attach a file:

PLEASE NOTE: Expired Public Liability Insurance will not be accepted.

If you are unable to attach your documents please contact the Community Grants and Network Team on 9784 1035 or [email](#).

Please note that scanning and printing is available at [Frankston City Libraries](#) (Please right click to open in a separate tab)

Auspice Organisations Information

Is the auspice organisation: *

- ☐ Incorporated under the Associations Incorporation Reform Act 2012 or commenced the process of incorporation
- ☐ Enacted under legislative provisions for charitable purposes
- ☐ None of the above (ineligible)

Ineligible

Unfortunately, the answer you've provided on this form has indicated that the auspice organisation is not eligible for this grant.

To be eligible for this grant the **auspice organisation** must either be:

- Incorporated under the Associations Incorporation Reform Act 2012 OR commenced the process of incorporation (evidence will be required), or
- Enacted under legislative provisions for charitable purposes.

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Please refer to the [grant guidelines](#) for more information regarding eligibility or contact the Community Grants and Networks Team by [email](#) or calling (03) 9784 1035 before continuing.

Auspice Organisation Name *

Organisation Name

Auspice Contact Name *

Title First Name Last Name

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Auspice Office Address *

Address

Auspice Office Phone Number *

Must be an Australian phone number.

Auspice Office Email *

Must be an email address.

Please advise your auspicing organisation's ABN / GST status? *

- ☐ No ABN and not registered for GST
- ☐ ABN but not registered for GST
- ☐ ABN and registered for GST

Auspice Organisation's ABN *

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

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ACNC Registration
Tax Concessions
Main Business Location

Must be an ABN.

Auspice Supporting Documentation

Please attach evidence of your auspicing letter of agreement: *

Attach a file:

Auspice Organisation's Most Recent Annual Financial Statements: *

Attach a file:

Must include annual profit/loss and asset/liabilities statements to be eligible for funding. If you cannot supply this year's statements, please provide last year's.

Auspice Organisation's Most Recent Annual General Meeting Minutes or Annual Report: *

Attach a file:

If you cannot provide the AGM minutes for this year, please provide last year's AGM minutes.

Auspice Organisation's Public Liability Insurance Policy (Current Certificate of Currency) - Insurance must cover all parts of the activity proposed. *

Attach a file:

PLEASE NOTE: Expired Public Liability Insurance will not be accepted.

If you are unable to attach your documents please contact the Community Grants and Networks Team on 9784 1035 or [email](#).

Please note that scanning and printing is available at [Frankston City Libraries](#) (Please right click to open in a separate tab)

Group operates under a larger incorporated umbrella organisation

Is the umbrella organisation:

- ☐ Incorporated under the Associations Incorporation Reform Act 2012 or commenced the process of incorporation
- ☐ Enacted under legislative provisions for charitable purposes
- ☐ None of the above (ineligible)

Ineligible

Unfortunately, the answer you've provided on this form has indicated that the auspice organisation is not eligible for this grant.

To be eligible for this grant the **umbrella organisation** must either be:

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- Incorporated under the Associations Incorporation Reform Act 2012 OR commenced the process of incorporation (evidence will be required), or
- Enacted under legislative provisions for charitable purposes.

Please refer to the [grant guidelines](#) for more information regarding eligibility or contact the Community Grants and Networks Team by [email](#) or calling (03) 9784 1035 before continuing.

What is your local group's relationship to this organisation? *

Other:

Umbrella organisation's name *

Organisation Name

Umbrella organisation Office Address *

Address

Umbrella organisation contact person *

Title

First Name

Last Name

Umbrella organisation contact person's position *

Umbrella organisation contact person's number *

Must be an Australian phone number.

Umbrella organisation contact person's email address *

Must be an email address.

Please advise your umbrella organisation's ABN / GST status? *

- ☐ No ABN and not registered for GST
- ☐ ABN but not registered for GST
- ☐ ABN and registered for GST

Umbrella organisation ABN *

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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	

Must be an ABN.

Umbrella Organisation - Required Documentation

Umbrella Organisation's Most Recent Annual Financial Statements: *

Attach a file:

Umbrella Organisation's Most Recent Annual General Meeting Minutes or Annual Report: *

Attach a file:

Umbrella Organisation's Public Liability Insurance Policy (Current Certificate of Currency) - Insurance must cover all parts of the activity proposed. *

Attach a file:

If you are unable to attach your documents please contact the Community Grants and Networks Team on 9784 1035 or [email](#).

Please note that scanning and printing is available at [Frankston City Libraries](#) (Please right click to open in a separate tab)

Project Details

* indicates a required field

Project Overview

This section of the application discusses the **project** you would like the Environmental Sustainability Grant to fund.

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This grant is specifically for environmental and sustainability **projects** that is **outside the scope of your group's normal day-to-day operations**.

Give a short description of your project in 10 words or less.

Must be no more than 75 characters.
(or 10 words)

What project will you deliver and what do people take part in? *

Word count:

Must be no more than 100 words.

Start date: *

Must be a date and between 12/11/2026 and 30/6/2027.

Time required or frequency *

Where will the project take place? List all locations, including multiple sites if applicable. *

Is the project taking place on public land? *

- ☐ Yes
☐ No

Helpful tip

- Public land is land that is owned and taken care of by the government (local council, state or federal).
- Public land includes places like parks, reserves, beaches.

If unsure whether the location of your activity is on public land, please contact the Community Grants and Networks team by [email](#) or calling 9784 1035.

You do not need to confirm approvals at this stage, but you should indicate:

- If you already have permission (e.g. lease, licence, permit), or
- If you will need to seek approval from Council or another authority (e.g. Melbourne Water, Parks Victoria)

If unsure whether you have permission to use the public land your activity is on, please contact the Community Grants and Networks team by [email](#) or calling 9784 1035.

What approvals or permissions are in place, or will be required, to deliver this activity?

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Supporting Information (Optional)

Please attach any supporting information for this activity

Attach a file:

Project Outcomes

* indicates a required field

Community Education & Engagement (Weighting 35%)

Please demonstrate the actions you will be taking as part of your project to educate and engage the community (eg. hosting a workshop/event): *

Word count:

Must be no more than 250 words.

Environmental Strategy Alignment (Weighting 35%)

Which strategy does your project aiming to align with? *

- ☐ Green our Future Environment Strategy
- ☐ Climate Change Strategy

Greening our Future Environment Strategy Alignment

Council has adopted the [Greening Our Future - Environment Strategy](#) (2014-2024); supporting the strategic vision for Frankston City's future.

The environmental project must contribute to one of the following positive environmental outcomes:

- Protecting and enhancing natural assets
- Wise use of natural resources
- Minimising environmental impacts

Applicants are encouraged to review the Greening Our Future - Environment Strategy (2014-2024) prior to completing this section of the application.

Please select at least one of the following key themes your project will achieve: *

- ☐ 1. Protecting and enhancing natural assets (e.g. planting indigenous trees, bush food garden, bush regeneration activities etc)
- ☐ 2. Wise use of natural resources (e.g. water efficient garden beds, purchase of zero waste event kit, community renewable energy project etc)

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- ☐ 3. Minimising environmental impacts (bicycle maintenance workshop, sustainable house tours, vertical/roof top gardens etc)

More than one key theme may be achieved.

Describe how your project will support the selected theme(s) *

Word count:

Must be no more than 250 words.

Climate Change Strategy

Council has adopted the [Climate Change Strategy](#) (2023-2030); supporting the strategic vision for Frankston's future.

The environmental project must contribute to **one or more** of the following positive environmental outcomes below

Applicants are encouraged to review the Climate Change Strategy (2023-2030) prior to completing this section of the application.

Please select at least one of the following key themes your project will achieve: *

- ☐ 1. Invest in and support the uptake of active and zero emissions transport
- ☐ 2. Accelerate the transition to renewable energy and zero carbon buildings/assets
- ☐ 3. Protect and adapt our natural environment and open spaces
- ☐ 4. Build the community's capacity for climate action and resilience to the impacts of climate change
- ☐ 5. Advance the transition towards zero waste and a circular city

Describe how your project will support the selected theme(s) *

Word count:

Must be no more than 250 words.

Project Management (20%)

* indicates a required field

Please outline your organisation's capacity, skills and experience to deliver the project in Frankston City within the specified timeframe: *

Word count:

Must be no more than 250 words.

Please demonstrate your organisation's in-kind contribution (e.g. volunteers hours): *

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Word count:
 Must be no more than 250 words.
 e.g. Labour, cash contribution, equipment etc.

Please provide some risks you have considered and the steps to reduce them:

What are the risks involved?	Ways to reduce the risk:

Project Budget

What is the total cost of the project? *

Must be a dollar amount.
 This amount should be the gap in your funding that you require a grant for, to complete your project.
 Must be a dollar amount.

If approved, the project would receive \$1,000 in funding *

This number/amount is calculated.
 This is read only field.

Budget - Please provide details itemising the total cost of the project

Expenditure Description (e.g. catering, hall hire, hiring a facilitator, staff wages etc.)	Expenditure Type	Total Cost (\$)	Councils Contribution	Evidence of cost / material
		Must be a dollar amount.	Must be a dollar amount.	

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Please note this grant will only fund minor equipment costing \$2K or less.

Please attach supporting evidence of the cost of the item/s such as a quote or website screenshot for any equipment. *

Attach a file:

Additional Funding

Has your organisation applied for, or received funding for this project from State and, or Federal Government or other sources? If yes, please provide details Funding used for Amount

☐ Yes ☐ No			
☐ Yes ☐ No			
☐ Yes ☐ No			
			Must be a dollar amount.

Supporting Information (Optional)

Please attached any supporting information for this activity

Attach a file:

Declaration, Funding Conditions and Feedback

* indicates a required field

Grant Conditions

- **Merit-based assessment.** Each application will be assessed against the criteria outlined in these [guidelines](#).
- **Eligibility does not guarantee funding.** All funding decisions are made at the full discretion of Council and are final.
- **Funding is limited.** Community Grants funding is subject to the total amount allocated in Council's annual budget.
- **Competitive grant.** This is a competitive grants program with limited funding available. Submitting an application does not guarantee funding, or the full amount requested.

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- **No ongoing commitment.** Funding received in any given year does not imply support in future years.
- **One application per financial year.** Applicants may submit only one application per financial year.
- **Council contribution is limited.** Council's contribution will be limited to the amount granted. Applicants are responsible for any additional costs.
- **Policy compliance required.** All applicants and recipients must comply with Council's [Community Grants Policy](#).
- **Canvassing is prohibited.** Applicants must not attempt to influence decisions by contacting Councillors, Council staff, or assessment panel members.

Successful applicants (and their auspice organisations, if applicable) must:

- **Enter into and sign a funding agreement:** Sign the funding agreement to accept the conditions of the funding.
- **Invoice Council by 30 June 2027.** Submit an invoice by 30 June of the same financial year. Late invoices will not be paid.
- **Submit an acquittal report.** Complete an acquittal form via SmartyGrants within 12 months of grant notification or before receiving any future Council funding (whichever is earlier).
- **Acknowledge Council's support.** Publicly recognise Council's support in promotional materials or events (announced at your event or AGM, newsletter, or other communications), using:
 - o Council's approved logo (in line with branding guidelines).
 - o The phrase: *"Supported by Frankston City Council's Community Grants Program"*.
- **Meet Child Safety requirements.** Comply with all relevant child safety legislation which may include, but is not limited to:
 - o The Victorian Child Safe Standards (2022)
 - o The Child Wellbeing and Safety Act (2005)Council may request evidence of compliance. For more information, visit <https://ccyp.vic.gov.au/child-safe-standards/> or email childsafe@frankston.vic.gov.au
- **Deliver the funded activity.** Undertake the activity to Council's reasonable satisfaction, within approved budget and timelines.
- **Use funds for approved purposes.** Grant funds must only be used for the approved activity unless written approval is obtained (see instructions below).
- **Notify Council of contact detail changes.** Inform Council of any changes to contact details or circumstances during the funding period.
- **Request approval for any significant and substantial changes** such as:
 - o Changes to activity details.
 - o Reallocation of funds to new, unrelated activities.
 - o Deadline extensions (acquittal submission or activity completion).To request changes (excluding funding amounts), submit a Variation Request form through SmartyGrants. Do not proceed with revised activities until Council provides written approval.
- **Support Council publicity efforts, as required.** Cooperate with Council's promotional activities, provide notice of events, and invite Council representatives where appropriate. Council reserves the right to publicise funded activities including organisation's name, activity description, funding outcome, and grant amount.
- **Maintain public liability insurance.** Insurance must be held for the duration of the funded activity.
- **Comply with Federal, State or local laws and regulations** while undertaking the funded activity.
- **Maintain financial records.** Retain receipts and invoices related to the grant. Council may request evidence of compliance at any time.
- **Return unspent funds.** Unspent or uncommitted funds totalling 5% or more of the grant (and at least \$75) must be returned by the end of the financial year.

Cancellation of Grant

Council reserves the right to cancel and request return of grant funds if:

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- The application contains false or misleading information.
- The applicant withdraws from the activity.
- The applicant is not delivering the activity as proposed.
- The activity is cancelled.

Do you accept the terms and conditions of the grant? *

- ☐ Yes
☐ No

You must accept the terms and conditions to be eligible for this grant.

Declaration

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I declare:

- The information in this application and any attachments are true and correct
- I am authorised to submit the application on behalf of the organisation or community group
- I understand if successful I will be required to agree to and sign a funding agreement

Name of authorised person *

Title First Name Last Name

Must be a senior staff member, trustee or appropriately authorised volunteer

Date of declaration *

Must be a date.

Position *

Position held in applicant organisation (e.g. CEO, Treasurer)

Phone number *

Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation.

Email *

Must be an email address.

Help us improve (feedback)

You are now nearing the end of this form. Before you **REVIEW** your application and click the **SUBMIT** button, please take a few moments to provide some feedback on the application

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process. This section is **NOT ASSESSED** as part of your application and is purely to help us improve the process for future grant rounds.

How did you hear about Frankston City Council's Community Grants Program? *

- | | |
|---|--|
| ☐ Enviro-News | ☐ Frankston e-newsletter |
| ☐ Community Grants Email Alert | ☐ Community Groups e-newsletter |
| ☐ Council website | ☐ Social Media |
| ☐ Frankston News (newspaper) | ☐ Other: <input type="text"/> |

How satisfied were you with the application process: *

How many minutes in total did it take you to complete this application?

Estimate in minutes e.g. 1 hour = 60

Tell us about your experience and any suggestions for improvements to the application process or form that you think we need to consider (optional):

Tell us about you (person filling out this form)

We're asking these questions to help us better understand our community and your needs.

Please feel free to select 'prefer not to say' in the questions below.

This section is **NOT ASSESSED** as part of your application and is purely to help us improve the process for future grant rounds.

Where do you live? *

What best describes your gender? *

What is your age? *

Which of the following do you identify with? *

- ☐ Aboriginal and/or Torres Strait Islander
- ☐ Part of the LGBTIQ+ community
- ☐ Speak a language other than English
- ☐ Person with a disability or long-term health condition
- ☐ None of these
- ☐ Prefer not to say