



ANZAC COMMUNITY GRANTS PROGRAM INFORMATION FOR APPLICANTS

The Anzac Community Grants Program provides grants of up to \$2,000 for a range of projects that either promote appreciation and understanding of the service and sacrifice of military service personnel or support activities and services to enhance the wellbeing of the NSW veteran community.

APPLICANT ELIGIBILITY

Individuals and the following types of not-for-profit organisations are eligible to apply for funding:

- ex-service organisations
- local government authorities
- non government organisations (NGO)
- educational institutions.

In addition, to be eligible for funding applicants must:

- possess an Australian Business Number (ABN) or can provide written advice from the Australian Taxation Office that no withholding tax is required from the grant payment;
- be financially solvent;
- be based in Australia provided the project is of direct and substantial relevance to NSW; and
- have submitted an acquittal form or progress report for any previously provided Veterans Affairs Grant.

SUBMITTING YOUR APPLICATION

Applications must be submitted online before 5pm on 11 November 2017.

<https://veteransnsw.smartygrants.com.au/>

FURTHER INFORMATION

Please contact the Office for Veterans Affairs on 8061 9288 or email veteransgrants@veterans.nsw.gov.au

GRANT CATEGORIES

Local community historical research and education

Projects that inform and educate the wider community about the service and sacrifice of NSW's veterans and their families.

Preservation or display of war memorabilia

Preservation and/or research materials. Display of war memorabilia, artefacts and/or research materials relevant to the local community.

Public commemorative events, arts and culture

Events that honour or mark military anniversaries and pay tribute to the service and sacrifice of NSW veterans.

Provide support to members of the NSW veteran community

Activities such as excursions and milestone reunions.

APPLICANT'S RESPONSIBILITIES

Proposed projects and activities can only be submitted under one of the above category descriptions.

When completing your application please ensure you provide enough information for the assessing committee to understand the details of the project (including how the project developed, key dates and who is involved with the preparation and delivery of the project).

Applicants must ensure their application is complete and accurate. When submitting an application, the applicant must disclose all matters that would affect the NSW Government's decision to approve the funding allocation.

Co-funding for projects are assessed favourably, particularly when an applicant has the capacity to make a financial contribution and funding opportunities are being sought from your local community.

SELECTION / APPROVAL PROCESS

Eligible applications will be assessed by a committee against the program's objectives. Applicants will be informed of the outcome in writing.

Successful applicants may be offered a smaller funding amount than applied for. This may result from a variety of factors including an inability to fund the full amount from the available grant monies.

ELIGIBLE AND INELIGIBLE COSTS

These are not exhaustive lists of items but can provide a guide

Eligible costs: 1. Audio and visual equipment hire (not owned by the organisation) 2. Bands and musical accompaniments 3. Display cabinets for the display of wartime memorabilia 4. Educational materials that are an integral part of a project (this only includes materials that are being created for the project) 5. Events to mark the creation of units, regiments, squadrons or ships 6. Freight (must be directly related to the project) 7. New honour boards/rolls (including digital honour boards/rolls) 8. Interpretive/information signage 9. Landscaping 10. Lighting 11. Marketing and advertising (e.g. advertising, promotional collateral, marketing activities, public relation, graphic design, associated printing costs) 12. Plaques, medallions or presentation items (small orders only) 13. Printing (external only) of commemorative booklets/orders of service 14. Projects commemorating individuals 15. Publishing or editing costs (for first edition only) 16. Research expenses (i.e. photocopying, the purchase of photographs, copies of records that are an integral part of the project. General administration expenses are not eligible 17. Salaries/wages for tradespeople, professionals, external suppliers and short term personnel (with a valid ABN) who are engaged with delivering the project 18. School trips/excursions — specifically focused on Anzac Centenary themes 19. Significant NSW military anniversaries 20. Transport — bus/coach hire if reasonable and integral to the project 21. Updating existing plaques, memorial and honour boards with further conflict 22. Venue and equipment hire (external only). This includes items such as: rigging, generator hire, fencing, toilets, traffic management, hire equipment (marquees, chairs, tables staging), waste management and wet weather contingencies 23. Wreaths (maximum of two — maximum cost \$100 each) if integral to the project.

Ineligible Costs: 1. Accommodation-international and domestic 2. Applicant's own venue or equipment hire 3. Auspicing fees 4. Books and journal subscriptions 5. Capital expenditure relating to the purchase or upgrade of fixed assets for ongoing use by the organisation. For example marquees, vehicles and audio visual equipment 6. Capital works relating to the creation of an asset for ongoing use by the organisation. For example, infrastructure and buildings (except for wheelchair/disability access) 7. Catering, refreshments and associated catering equipment over \$300 8. Commercial projects/projects for profit (all business profit such as the promotion of an organisation, brand or product) 9. Construction and repair of buildings including museums, memorial halls and sporting facilities 10. Costs incurred in the preparation of the grant application or related documentation 11. Council approval costs 12. Donations 13. Electrical works or equipment 14. Entertainment not of a commemorative nature 15. Electrical equipment purchases (i.e. computers, televisions, printers, cameras, mobile phones) 16. Expenditure already incurred (e.g. project planning, commission fees incurred for the development and/or design of the project, annual maintenance costs). This includes where an order has already been placed with a supplier 17. Events to mark training or graduation 18. Fireworks 19. Flowers (not wreaths) 20. General ongoing administration costs of an organisation such as electricity, phone bills, taxi fares, printer cartridges, stationery and rent 21. In-kind support 22. New memorial/cenotaph 23. Ongoing expenditure 24. Preliminaries - includes any advice consultation, supervision management plans relating to the project that require completion before commencing the project 25. Politically focused events or activities 26. Projects undertaken overseas. 27. Reimbursement for petty cash or other cash costs 28. Restoration of graves 29. Routine operations of the organisation (e.g. audit and accounting, consumables, bank charges, taxes, electricity, legal and licence fees, office supplies, insurances, office rent, committee meeting expenses, postage) 30. Salaries/wages for someone employed by the applicant on an ongoing basis (this includes internal marketing personnel, internal event staff overtime, internal researchers and any related entitlements such as overtime) 31. Scholarships 32. Sponsorships or grants to third parties 33. Translation of books/records into English 34. Vehicles (purchase of) 35. Volunteers (donations, or one off payments)

* Photograph: *Anzac Day March 2016*, by Hugh Peterswald (2016).