



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 midnight on 11 November 2019.

<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

Grant money will only be awarded for eligible expenditure. The following lists of items can be used as a guide.

ELIGIBLE COSTS

Commemorations and events: 1.Events to mark the creation of units, regiments, squadrons or ships 2.Significant NSW military anniversaries 3.Audio and visual equipment hire (not already owned by the organization 4.Bands and musical accompaniments 5.Wreaths (maximum of two wreaths, limited to \$100 cost each) if integral to the project 6.Projects commemorating individuals 7.Printing (external only) of commemorative booklets/orders of service 8.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 9. Catering, refreshments and associated catering equipment (limited to \$300)

Educational: 10.Educational materials that are an integral part of a project (this only includes materials that are being created for the project), digital materials are encouraged 11.Interpretive/information signage 12.School trips/community group visits or excursions to sites, locations or establishments of military significance

Heritage: 13.Display cabinets for the display of wartime memorabilia 14.New honour boards/rolls (including digital honour boards/rolls) 15.Plaques, medallions or presentation items (small orders only)

Other: 16.Freight (must be directly related to the project) 17.Landscaping or gardening 18.Lighting 19.Marketing and advertising (e.g. advertising, promotional collateral, marketing activities, public relation, graphic design, associated printing costs) 20.Publishing or editing costs (for first editions only) 21.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 22.Salaries/wages for tradespeople, professionals, external suppliers and short term personnel (with a valid ABN) who are engaged with delivering the project 23.Transport — bus/coach hire if reasonable and integral to the project

INELIGIBLE COSTS

1. Accommodation – domestic and international
2. Additions to an existing existing memorial or plaque
3. Applicant's own venue or equipment hire
4. Auspicing fees
5. Books and journal subscriptions
6. 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
7. 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)
8. Catering, refreshments and associated catering equipment over \$300
9. Commercial projects/projects for profit (all business profit such as the promotion of an organisation, brand or product)
10. Construction and repair of buildings including museums, memorial halls and sporting facilities
11. Costs incurred in the preparation of the grant application or related documentation
12. Council approval costs
13. Donations
14. Electrical works or equipment
15. Entertainment not of a commemorative nature
16. Electrical equipment purchases (i.e. computers, televisions, printers, cameras, mobile phones)
17. 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
18. Events to mark training or graduation
19. Fireworks
20. Flowers (not wreaths)
21. General ongoing administration costs of an organisation such as electricity, phone bills, taxi fares, printer cartridges, stationery and rent
22. In-kind support
23. New memorial/cenotaph
24. Ongoing expenditure
25. Preliminaries - includes any advice consultation, supervision management plans relating to the project that require completion before commencing the project
26. Politically focused events or activities
27. Projects undertaken outside of NSW or Australia
28. Reimbursement for petty cash or other cash costs
29. Restoration of graves
30. Routine operations of the organisation (e.g. audit and accounting, consumables, bank charges, taxes, electricity, legal and license fees, office supplies, insurances, office rent, committee meeting expenses, postage)
31. 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)
32. Scholarships
33. Sponsorships or grants to third parties
34. Translation of books/records into English
35. Vehicles (purchase of)
36. Volunteers (donations, or one off payments)

* Photo courtesy Shoalhaven Historical Society (SHS), 2018
The SHS was awarded an \$800 ACGP grant to buy a new exhibition showcase to preserve and display their collection of artefacts that helped tell the stories of local veterans.