

Community Grants Program 2026

Form Preview

1. Community Grants Program 2026

INSTRUCTIONS FOR APPLICANTS

The Community Grants Program provides funding towards community projects, events and equipment purchases to support community organisations and groups operating within the Wollondilly Local Government Area for the benefit of local communities.

The Community Grants Program will be open for applications from midnight 18 May 2026 and will close midnight 15 June 2026. **Late applications will not be accepted.**

Organisations may only submit one application per grant category, per funding round.

To be eligible for funding an organisation must meet all of the following:

- Be a not-for-profit community based group or organisation, or
- Be an incorporated body or be auspiced (sponsored) by an incorporated body,
- Meet the grant program guidelines and criteria,
- Have no outstanding debts to Council,
- Demonstrate linkages to Council's Community Strategic Plan Outcomes and Strategies.
- Not be a political party or political lobby group,
- Not be a Government Agency, and
- Not be a State or Federal Government Service.

Community Grants will not provide funds for applications that:

- Duplicate existing services or programs,
- Do not meet identified priority needs,
- Directly contravene Council policies,
- Are for previously funded events or projects,
- Could be perceived as divisive within the community,
- Request retrospective funding,
- Include recurrent costs of the organisation e.g. salaries, general administration costs,
- Cannot deliver their event or project within the Financial Year specified in the application.

All applications must be submitted via the Smarty Grants portal. Any other form of submission will not be accepted.

Lobbying of Councillors or Council Officers for a successful grant outcome once an application is submitted may result in the project being ineligible for consideration.

Please note Council may contact you if more information is required to support your application.

Online information sessions will be held on 25 May 2026 via MS Teams. Please register your interest to attend [here](#).

Contact Council's Community Development Team for any assistance in completing your application on 4677 1100 or email community@wollondilly.nsw.gov.au

Community Grants Program 2026

Form Preview

2. Contact Details

* indicates a required field

Privacy Notice

Wollondilly Shire Council is collecting personal information from you on this form for the purpose of assisting the determination process of your application form in accordance with [Council's Privacy Management Plan](#). This information is required by law and failure to provide the information may lead to rejection or delays of your application.

At any time you have the right to access, view or correct the personal information that you have provided. Please also note that information supplied on this document may be the subject of a request to access information under the Government Information (Public Access) Act 2009.

Application Number	Grant Round Name	Grant Program Name
The identification number or code for this submission. This field is read only.	The round this submission is in. This field is read only.	The program this submission is in. This field is read only.

Before You Start

Projects and events should be scheduled to begin any time from September 2026 and be scheduled to be completed by September 2027.

Please ensure you have read and understood the Community Grants Program guidelines. These can be viewed [here](#).

You will need to upload the following documents and enter the following information when filling out your application form -

- You will need to know the structure of your organisation (e.g. NFP, incorporated association, community group)
- Incorporated Association number (if applicable)
- Quotes to match your grant budget request (e.g. hall hire quote, equipment quote)
- ABN details (or you can download a [Statement by Supplier form](#) if you do not have an ABN)
- The details of your Auspicing organisation if you are being auspiced for the purpose of the grant (Definition of an auspice can be found [here](#))
- An auspicing organisation may support an applicant and submit a separate application; however, it must not be for the same project.
- Public Liability Insurance certificate of insurance of \$20,000,000 or over (for your organisation or your auspice's organisation)
- Your organisation's bank account details

Community Grants Program 2026

Form Preview

It is recommended you have these details on file prior to starting your application form. You are able to save your application and return to it at any time.

Please note you will not be able to submit the form without answering certain questions or uploading your Public Liability Insurance and at least 1 quote.

Please contact community@wollondilly.nsw.gov.au should you have any questions relating to the grant application form.

Tip - create a folder on your desktop for your insurances and quotes for an easy upload when filling out your application.

2.1 Applicant Organisation Details

2.1.1 Applicant Organisation Name *

Organisation Name

If you are an individual being auspiced for the purpose of this grant, please fill in the auspicing organisation's name here

2.1.2 Applicant Project Contact *

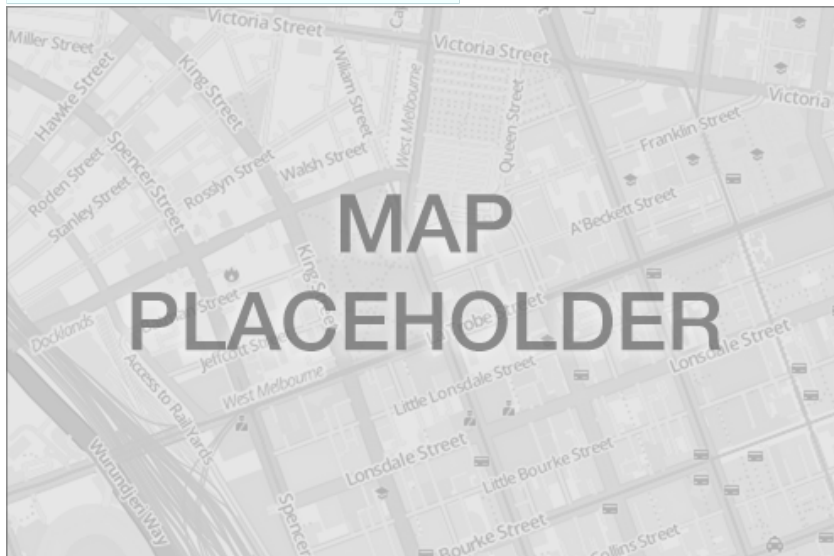
Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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2.1.3 Position in Organisation *

2.1.4 Applicant Organisation Primary Address *

Address



Community Grants Program 2026

Form Preview

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

2.1.5 Applicant Primary Phone Number *

Must be an Australian phone number.

2.1.6 Applicant Primary Email *

Must be an email address.

2.1.7 Applicant Postal Address

Address

If different to above

3. Organisation Details

* indicates a required field

3.1

3.1.1 What is your organisation's legal structure? *

- | | |
|--|---|
| <input type="checkbox"/> Unincorporated or auspiced organisation | <input type="checkbox"/> Company Limited By Guarantee |
| <input type="checkbox"/> Incorporated Association | <input type="checkbox"/> Charitable Organisation |
| <input type="checkbox"/> Cooperative | <input type="checkbox"/> Other: <input type="text"/> |

At least 1 choice and no more than 1 choice may be selected.

3.1.2 Incorporated Association Number *

Please provide your Incorporated Association Number

3.2

3.2.1 What is your membership/participation base or number of people who benefit from your service? *

3.2.2 Does your organisation have Public Liability Insurance of \$20,000,000? *

- Yes
 No

At least 1 choice and no more than 1 choice may be selected.

For the purpose of this grant, you must be auspiced by another organisation with PLI of \$20,000,000 or above if you have answered no.

Community Grants Program 2026

Form Preview

3.2.4 Is your organisation auspiced for the purpose of this grant? *

- Yes
 No

3.2.3 Please upload your Public Liability Insurance or your auspicing organisation's Public Liability Insurance. *

Attach a file:

To be eligible for this grant, you must have Public Liability Insurance of \$20,000,000 or over

Auspicing

3.2.5 Organisation Name *

Organisation Name

3.2.6 Contact Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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3.2.7 Position in organisation *

3.3 ABN Details

3.3.1 Does your organisation have an ABN Number? *

- Yes
 No

3.3.2 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
ACNC Registration	
Tax Concessions	

Community Grants Program 2026

Form Preview

Main business location

Must be an ABN.

Statement By Supplier

As your organisation does not have an ABN, please submit a completed ATO Statement By Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Please download the form from the [ATO](#).

3.3.3 Please upload your completed Statement By Supplier Form *

Attach a file:

3.4 Bank Details

3.4.1 Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

3.5 Outstanding Debt

3.5.1 Do you have any outstanding grant acquittals or debts to Council? *

Yes

No

This includes approved variation of funding requests.

Outstanding Acquittal Details

3.5.2 Please supply details of any outstanding acquittals, including any submissions of a variation of funding request. *

4. Project Details

* indicates a required field

4.1 Project/Event Name and Place

4.1.1 Name of Event, project, activity or equipment request *

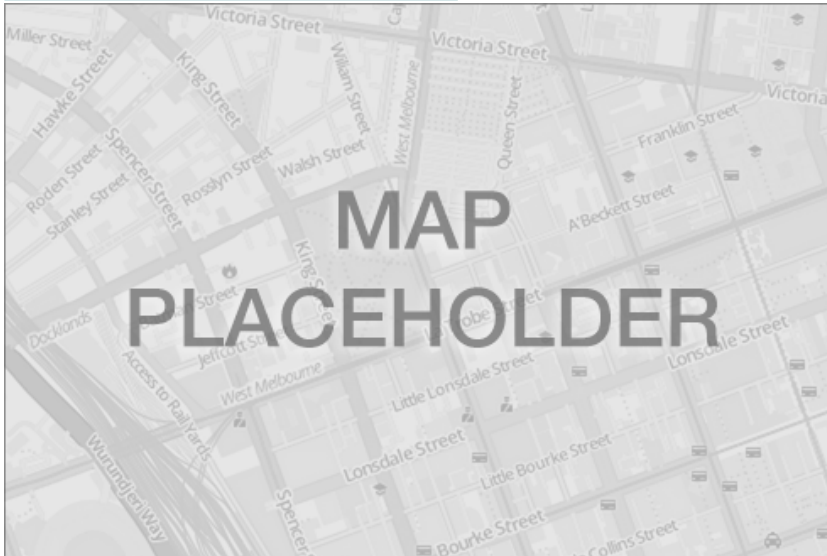
Community Grants Program 2026

Form Preview

Must be no more than 250 characters.

4.1.2 Where is your project/event/activity going to be held? *

Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

4.2 Project Dates

Please note that recommendations to the Community Grants Program are expected to be endorsed by Council in August 2026. Your anticipated project start date should not be prior to September 2026 or be completed after September 2027.

4.2.1 Project/Event Start Date

Must be a date.

4.2.2 Project/Event End Date

Must be a date.

Must be a date.	Must be a date.
<input type="text"/>	<input type="text"/>

Grant Categories

Organisations may only submit one application for funding per grant category, per funding round.

Community Projects and Equipment (Maximum \$3,000)

- Projects that help local communities to build skills, identify opportunities and/or undertake actions for the social benefit of community members.
- Purchases of small capital equipment items to support community organisation activities.
- Purchases of audio-visual equipment that support live entertainment in the community, e.g. open microphone nights

Community Grants Program 2026

Form Preview

Arts, Culture and Sustainability Projects and Events (Maximum \$1,000)

- Events and projects that foster the Shire's cultural identity, or that provide an accessible, diverse range of community art, literary and cultural opportunities.
- Individuals may be auspiced by organisations for the purpose of this category, provided the individual does not profit from the proceeds of either the grant or the project funded. Examples include authors who apply for funding to publish their books, with any associated profits to be returned to the auspicing organisation.
- Projects that support the local environment and assist in making Wollondilly a more sustainable place to live.

Sport, Leisure and Recreation Activities (Maximum \$1000)

- Activities that provide access to physical and social pursuits to support a healthy and active community.
- Activities that reduce barriers to participation for women and girls in sport and/or creates innovative, inclusive sport experiences that address the needs of women in sport.

4.3 Nominated Grant Category

4.3.1 Grant Categories *

- Community Projects and Equipment (Maximum \$3,000) Arts, Culture and Sustainability Projects and Events (Maximum \$1,000) Sport, Leisure and Recreation Activities (Maximum \$1,000)

You may only pick one category per application form. Please note you may only apply once per category, per round.

4.4 Core Beneficiary

Please only pick one focus group for your project

4.4.1 Core Focus of Project Beneficiaries *

- Children and Families
- Young People
- People Living with a Disability
- People from a Cultural and Linguistically Diverse background
- Aboriginal and/or Torres Strait Islander Peoples
- Seniors
- Women
- Men
- Education and Training
- Health Care and Wellbeing/Social Enterprise
- LGBTQAI+

At least 1 choice and no more than 1 choice may be selected.

4.5 Project Information

Community Grants Program 2026

Form Preview

4.5.1 Please describe your project in detail. *

Word count:

Must be no more than 350 words.

4.5.2 Describe how you will ensure your project is inclusive and accessible to all residents of the Wollondilly LGA? *

Please note any specific reference to people living with a disability, culturally diverse, emerging and/or ageing communities

4.5.3 Please link your project to one of Council's Community Strategic Plan Pillars *

- People - A safe, inclusive and resilient community, with access to services that support good health and wellbeing.
- Environment - Our pristine and beautiful natural environment is protected, responsibly managed and enhanced as we grow and play our part for the future.
- Place & Landscape - Wollondilly's unique towns and villages sitting within our beautiful natural landscape.
- Economy - We are an emerging and dynamic Shire with a thriving and diverse economy.
- Performance - The community recognises we are striving to be a leading local government. We listen to community needs and deliver excellent customer experiences.

At least 1 choice and no more than 1 choice may be selected.

4.5.3 Please provide a description of how your project addresses the identified strategic plan pillar above *

Describe how you will meet the identified strategies of the strategic plan pillars (150 words recommended)

4.6 Partnerships

4.6.1 Will you be working in partnership with other organisations? *

- Yes
- No

At least 1 choice and no more than 1 choice may be selected.

4.6.2 If yes, please provide the organisations name and detail roles and responsibilities. *

4.7 Prior Council Funding

Community Grants Program 2026

Form Preview

4.7.1 Have you received any kind of grant or any other funding from Wollondilly Council in prior rounds? *

- Yes
- No

Please

Prior Funding Details

4.7.2 Please list and describe any prior Council grant or other funding received and the amount granted *

4.8 Council Acknowledgment

4.8.1 How will Wollondilly Shire Council be acknowledged as a funding provider for the purpose of your project or event?

For example, a social media post for the funding of equipment, logo placement, Councillor invitation to an event

5. Budget

* indicates a required field

5.1 Full or Part Funding Details

The Community Grants Program is a competitive grants program. All efforts are made to ensure that the program is as equitable and transparent as possible. On occasion, recommendations may be made to part fund projects.

5.1.1 Is your project/event able to go ahead if you do not receive full funding from WSC? *

- Yes
- No

Please note that Council's Community Grants budget is limited and as a competitive grant program, may affect the outcome of groups who are unable to receive part funding.

5.2 Project Requested and Total Cost

Example - If your entire project will be \$3,000 and you're applying for \$3,000 your Total Amount Requested and Total Project Cost will be the same.

However, if your project will cost \$4,500 you must put this in total project cost and note this in the income and expenditure tables (5.3 and 5.4).

A reminder of the funding amounts that can be applied for in the current round:

Community Grants Program 2026

Form Preview

- Community Projects and Equipment (Maximum \$3,000)
- Arts, Culture and Sustainability Projects and Events (Maximum \$1,000)
- Sport, Leisure and Recreation Activities (Maximum \$1,000)

5.2.1 Total Amount Requested *

Must be a dollar amount.

What is the total financial support you are requesting in this application?

5.2.2 Total Project Cost *

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

5.3 Project Budget (Income)

Please outline your project income in the budget table below, including details of other income or funding that you have applied for, whether it has been confirmed or not.

- All amounts should be exclusive of GST.
- Your income description should at a minimum include Wollondilly Shire Council funding application. You can fill this out by writing 'Council Grant' in column 5.3.1 Income description. Choose WSC Community Grant in the drop down menu in the column labelled 'Income Type' 5.3.2. You must note for this grant that the funding is unconfirmed (5.3.3). Add the amount you are applying for in the Income amount budgeted (5.3.4).
- **If you have no other incoming funding source, then the single line item with WSC Council Grant description will suffice and you can move to section 5.4.**
- If you are funding part of the project yourself either monetary or in-kind, or are seeking alternative funding for the project or event, you must note it in the table including any other pending grant applications.
- You can see an example of an incoming budget [here](#).
- You can add more lines if required to a maximum of 5 where the + key is next to the Notes column.
- Use the **maximise** button to see the budget in a larger format - it's easier to fill in this way.

5.3.1 Income description	5.3.2 Income type	5.3.3 Is this funding confirmed?	5.3.4 Income amount	5.3.5 Notes
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Provide a clear description for each budget item. Examples of income could include 'council community grant', 'trivia fundraising night', 'company X sponsorship'.	Please select the type of income		Enter the total amount expected to be received. Must be a dollar amount.	Add notes if you need to provide more context
	Other:			

Community Grants Program 2026

Form Preview

	Other:			

5.4 Project Budget (Expenditure)

- Please outline your project expenses in the expenditure table below. Amounts should be **exclusive** of GST.
- Please note business as usual (wages and salaries, ongoing costs etc) will not be funded.
- The total project budget expenditure should match the amount projected in the 'Total Project Cost (5.2.2) question above.
- You can add more lines if required to a maximum of 5.
- Quotes must be provided for every budget line item for which funding is being requested from the Wollondilly Shire Council Community Grants Program. You can attach these below in section 5.6.
- If funding has already been secured as part of your project or event for specific items, please still list them in the expenditure table. You may note that these items have already been funded in section 5.4.4 (notes); however, a quote is not required for these items.
- Use the **maximise** button to see the budget in a larger format - it's easier to fill in this way.
- You can see an example of a sample expenditure budget [here](#).

5.4.1 Expenditure description	5.4.2 Expenditure type	5.4.3 Expenditure amount	5.4.4 Notes
Provide clear descriptions for each budget item. Examples of expenses could include 'Speaker hire for event, External consultant to deliver workshops, soccer balls, Hall hire' .	Please select the type of expenditure.	Enter the total amount to be expended on this budget item. Must be a dollar amount.	Add notes if you need to provide more context, for example, if funding has already been secured for this particular item..
	Other:		
	Other:		

5.5 Budget Totals

This is a read only section and is automatically tallied.

Your budget must balance (TOTAL INCOME AMOUNT = TOTAL EXPENDITURE AMOUNT).

Community Grants Program 2026

Form Preview

You can see here an [example of a balanced budget](#) - project income costs - expenditure costs should equal \$0.

(Example \$3,000 incoming costs - \$3,000 expenditure costs = \$0)

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

5.6 Quotes

Please upload all quotes here. Each line in your expenditure table should have a quote attached if you are seeking funding for that specific item. If there are no quotes in line with the table, that item will not be considered for funding.

(E.g. if you're asking for room hire as part of your expenditure and there is no quote for room hire attached to this link, that line in your expenditure will not be considered for funding.)

5.6.1 Quote upload *

Attach a file:

You can attach multiple quotes to this link

6. Submitting your application and Feedback

Review and Submit

You will find a '**Review and Submit**' button at the bottom of the 'Navigation Panel' on the left hand side of each page. You need to review your application before you can submit it.

Once you have reviewed your application you can submit it by clicking on 'Submit' at the top of the screen or on the navigation panel.

You will have received an email confirming that you have started your submission with a submission number.

When you submit your application, you will receive another email as an automated confirmation email with a copy of your submitted application attached.

This will be sent to the email you used to register.

If you do not receive an email of confirmation of submission, your application has NOT been submitted and not received by Council.

Feedback

You are nearing the end of this form. Before you review your application and click the **SUBMIT** button, we would really appreciate you taking a few moments to provide some feedback regarding this form.

Community Grants Program 2026

Form Preview

Please indicate how you found the application process.

Very easy Easy Neutral Difficult Very Difficult

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

Estimate in minutes (i.e. 1 hour = 60)

Please provide us with your suggestions about any improvements and/or additions to this form that you think we need to consider.

7. Declaration

* indicates a required field

Declaration

I have read and understood the criteria and guidelines for applicants provided with this application form.

I certify that all details supplied in this application and in any attached documents are true and correct.

I agree that I will contact Wollondilly Shire Council immediately if any information provided in this application changes or is incorrect.

I am authorised to complete this application on behalf of the organisation I am representing and have read and understood this declaration.

Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Position *

Date of Declaration *

Must be a date.