

The Capital Works for Community Group funding program has three categories available for organisations to apply for Capital Funding:

**Funding Model**

**Projects over \$7,700**

Maximum Council contribution of \$75,000  
50% Council Contribution  
50% Organisational Contribution (50% upfront contribution & 50% deferred contribution)

**Projects up to \$7,700**

100% Council Contribution

**The application process:**

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1. Read the Capital Funding for Community Groups Guidelines and ensure you are eligible for funding
2. Complete attached Capital Funding for Community Groups Project Proposal including all relevant supporting documentation and return to Sports and Recreation Project Officer - [heidi.grave@maroondah.vic.gov.au](mailto:heidi.grave@maroondah.vic.gov.au) - by **Sunday 23<sup>rd</sup> February 2025.**
3. The relevant Council Department/s will assess the Organisations Project Proposal and advise of any Council requirements for the project. Where applicable applications will be recommended via the Sports and Recreation Project Officer that they proceed to a full funding application
4. Successful applications - The Organisation will be sent an invite to submit a full application. The application must have all supporting documentation attached along with a complete funding agreement (if applicable)

**Full Applications Close: Wednesday 4<sup>th</sup> May 2025.**

## Section 1 – Contact Information

Name of Organisation:		
Postal Address		
Town / Suburb:	Postcode:	State:
Contact Details:		
Title:	First name:	Last name:
Position:		
Telephone:	Mobile:	Fax:
Email:		
Current Approximate club membership numbers:		

## Section 2 – Project Overview

<b>Project Type</b>	<input type="checkbox"/> Engineering <input type="checkbox"/> Assets <input type="checkbox"/> Sportsfield <input type="checkbox"/> Parks		
<b>Proposed Project name</b>	We will use this name on all correspondence. Please use 10 words or less and name the facility/reserve and project type (for example, Smith Reserve Lighting Project).		
<b>What do you want to do?</b>	Describe the proposed project in detail. Please include what you have now and the reason for wanting to undertake the works?		
<p><b>Type of Building / Structure / Works (Please tick):</b></p> <table border="1"> <tr> <td> <input type="checkbox"/> Electrical Works (i.e. install security light)  <input type="checkbox"/> Plumbing/Gas Works (i.e. replace taps)  <input type="checkbox"/> Garden / Storage Shed  <input type="checkbox"/> Excavation – Including general earthworks  <input type="checkbox"/> Decking  <input type="checkbox"/> Gazebo  <input type="checkbox"/> Pergola/Verandah  <input type="checkbox"/> Retaining Wall – Specify Height: <input type="text"/>  <input type="checkbox"/> Water Tanks  <input type="checkbox"/> PV Solar System         </td> <td> <input type="checkbox"/> Internal modifications (i.e. walls/door frames)  <input type="checkbox"/> Extension  <input type="checkbox"/> Changes to access paths (i.e. external entry path)  <input type="checkbox"/> Refurbishment of areas (i.e. kitchen, amenities)  <input type="checkbox"/> Renew component (i.e. flooring, painting)  <input type="checkbox"/> Install building plant (i.e. air con, oven, roller door)  <input type="checkbox"/> Minor installations (i.e. locks, door bell)  <input type="checkbox"/> Shade structures/sails  <input type="checkbox"/> Other – Please provide details:  <input type="text"/> </td> </tr> </table>		<input type="checkbox"/> Electrical Works (i.e. install security light) <input type="checkbox"/> Plumbing/Gas Works (i.e. replace taps) <input type="checkbox"/> Garden / Storage Shed <input type="checkbox"/> Excavation – Including general earthworks <input type="checkbox"/> Decking <input type="checkbox"/> Gazebo <input type="checkbox"/> Pergola/Verandah <input type="checkbox"/> Retaining Wall – Specify Height: <input type="text"/> <input type="checkbox"/> Water Tanks <input type="checkbox"/> PV Solar System	<input type="checkbox"/> Internal modifications (i.e. walls/door frames) <input type="checkbox"/> Extension <input type="checkbox"/> Changes to access paths (i.e. external entry path) <input type="checkbox"/> Refurbishment of areas (i.e. kitchen, amenities) <input type="checkbox"/> Renew component (i.e. flooring, painting) <input type="checkbox"/> Install building plant (i.e. air con, oven, roller door) <input type="checkbox"/> Minor installations (i.e. locks, door bell) <input type="checkbox"/> Shade structures/sails <input type="checkbox"/> Other – Please provide details: <input type="text"/>
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Describe any groups or communities your project is directed at or particularly relevant to. For example, people with disabilities, women, Indigenous people, youth, culturally and linguistically diverse communities, older adults. If this is not relevant for your project you can leave this question blank. Your response is limited to 1000 characters.			
<input type="text"/>			

<p><b>What is the anticipated total budget for this project?</b> (The total budget is the anticipated total cost of the project, if successful 50% of the project is then funded by Council. Clubs will need to demonstrate their financial capabilities for their 50% funding of the project in the application process)</p> <p><b>Can your Club prove affordability of this project ?</b></p>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>Has the project been discussed with any Council Officers other than Council's Sport &amp; Community Liaison Officer?</b></p>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>Other Council Officers Consulted (ie. Planning, Building, Engineers):</b></p>		
<p><b>Name:</b></p>		<p><b>Name:</b></p>
<p><b>Position:</b></p>		<p><b>Position:</b></p>
<p><b>Applicant Checklist :</b> <a href="#">Please ensure that the following is attached to this application, where applicable:</a></p> <p><input type="checkbox"/> <b>Plan of works</b> – Must be clear, illustrating the extent and scope of the building / structure / works with measurements, and must have sufficient detail for Council to determine the exact location and the impact of the proposal</p> <p><input type="checkbox"/> <b>Sketch drawings</b> – Where the proposed building / structure requires drawings, these must be submitted for consideration</p> <p><input type="checkbox"/> <b>Quotes</b> – That show how indicative costs have been determined.</p> <p><input type="checkbox"/> <b>RWICF Approval letter</b> - All projects relating to Asset improvements (ie. sheds, plumbing/electrical, solar, lighting and any small structures) <b>MUST</b> have prior approved Request for Works application.</p>		