

Purpose of the Dorset Community Matching Fund Grants stream

Dorset Community Matching Fund Grants provide community groups with Council resources for community-driven projects that enhance and strengthen the Dorset community. All projects are initiated, planned, and implemented by community members in partnership with Council.

Every award is matched by resources of volunteer labour, donated materials, donated professional services or cash. Community building is core to project success: the process of bringing people together and building relationships is as important as project results.

Funding Available

Applications for funding of up to \$15,000.00 (excluding GST) are invited with a matching dollar value cash or in-kind contribution from the requesting group.

Eligibility Requirements

Who can apply:

- Not-for-profit community-based groups and community-based organisations who want to do a project to build stronger connections in the Dorset community;
- Not be applying, during the same grant round, under another grant stream (of the Council's Community Grants Program) for the same project;
- Be an organisation that operates or delivers services in the Dorset municipal area.

What may be funded:

- Projects or events which contribute to the quality of community life in Dorset;
- Projects which address a clearly demonstrated community need;
- Purchase of equipment to support a project or activity;
- Minor capital works (subject to obtaining relevant approvals and permits);
- Community workshops or seminars for members of voluntary management committees.

What will not be funded:

- Late or incomplete applications;
- Applications that have submitted quotes which are more than 3 months old at the closing date of the relevant grant round they are applying under;
- Duplicate of an existing public or private program;
- Projects/programs not delivered in the Dorset municipality;
- Support programs or services;
- Applications seeking retrospective funding for projects that commence prior to closure of the grant round;
- Established Events;
- Replacement funding lost from other funding sources;

- Feasibility Studies;
- Trophies or prize money;
- Activities with fund-raising outcomes;
- Ongoing administration costs;
- Pay for an organisations operating expenses not directly related to the awarded project;
- Purchase land or buildings;
- Pay for any travel expenses;
- Applications that have been successful in other Dorset grant streams in the same financial year for the same project will not be considered.

Eligible Expenses

Below are the four expense categories with examples of typical items, which are not intended to be all-inclusive:

Personnel

Project management costs may not exceed 10% of the total project award (project manager, volunteer coordinator, community organiser).

Professional Services

Examples of expenses related to professional services include:

- Permits (for special events, construction, etc.)
- Professional consultants (web designer, landscape architect, graphic designer, etc.)
- Artists (DJ, performing artists, etc.)
- Services (financial sponsorship, translation, interpretation, printing, advertising, etc.)
- Public liability insurance

Supplies and Materials

Examples of expenses related to supplies and materials include:

- Landscaping materials (*soil, shrubs, plants, mulch, rocks, logs etc.*)
- Tools (*shovels, rakes, etc.*)
- Facility rental (*meeting space, event venue, etc.*)
- Equipment rental (*audio visual, tents, tables, etc.*)
- Playground equipment (*play area structures, benches, etc.*)
- Marketing materials (*t-shirts, flyers, brochures, educational materials, ads, etc.*)
- Public transportation
- Food expenses cannot exceed \$1,000

Capital Works

Examples of expenses related to capital works include:

- Demolition, grading, and other activities related to site preparation.
- Utilities work (*water retention, sewer connection, etc.*)
- Electrical work (*site lighting, electrical service, etc.*)
- Concrete work (*footpaths, disability access ramp, etc.*)
- Irrigation (*connections, control box, piping, spray sprinklers, etc.*)

Applicant Steps

1. Review the Dorset Community Matching Fund Grants Guidelines;
2. Complete an application form and provide all relevant documentation;
3. Meet with relevant Council staff to discuss project eligibility and feasibility;
4. Determine resources needed and total project budget. Determine the resources that will be required to complete the project. Determine which of these the applicant organisation can supply and which will need Council funding;
5. Confirm and document all matching resources;
6. Submit draft application to Council for review/feedback (*please allow at least 5 working days for a response*);
7. Complete and submit a final application, available on the Dorset Council website at <https://www.dorset.tas.gov.au/community-grants-program> or from the Dorset Council Office at 3 Ellenor St, Scottsdale.

Assessment Criteria

Applications are assessed by the Dorset Council Community Grants Selection Panel. Applicants must demonstrate:

- Management capacity of applicant organisation;
- Level of volunteer, in-kind and financial input from application organisation;
- Number of Dorset residents to benefit;
- Potential to meet a community need;
- Potential to enhance opportunities for disadvantaged community members;
- Level of community acceptance and support;
- Acceptable time-frames
- Preference will be given to applications that employ local Dorset contractors and source products from local suppliers.

Matching Requirements

Core to the Community Matching Funding is the contribution of the requesting community group which must equate to at least 50% of the requested amount. For example, a group contributing \$15,000 is eligible for up to \$15,000 support from Dorset Council to match their contribution which may include the following:

- Direct cash input – donations, fundraising, income
- In-kind contribution – donated supplies, materials or services; and volunteering time such as labour or expert advice. Volunteer labour is deemed valued at \$25 an hour (National Minimum Wage rounded up to the nearest dollar) and professional or contractor fees are valued at their customary rates, up to a maximum of \$75 an hour. All donated materials and supplies are valued at their retail prices. Borrowed equipment can also be considered as part of the match, valued at the standard rental fee.

The maximum Council contribution is \$15,000 (excl. GST) per project.

Critical Dates (2025/2026 Round 2)

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| ➤ Grant round opens: | 22 December 2025 |
| ➤ Grant round closes: | 11 February 2026 |
| ➤ Application outcome determined: | 23 March 2026 |
| ➤ Grant funds released: | 24 March 2026 |