

# COMMUNITY SUSTAINABILITY GRANTS

APPLICATION FORM 2025 – 2026



The City of Albany's Community Sustainability Grants program is designed to assist and encourage sustainability projects / events that benefit our community.

# COMMUNITY SUSTAINABILITY GRANTS

## APPLICATION FORM 2025 – 2026

This funding program offers a limited number of grants to support initiatives that align with the City's sustainability goals. Funding of up to \$5000 is available for projects, and up to \$2500 for events and workshops that will be delivered between 1 July 2025 and 30 June 2026. Applications will be open until the scheme is fully subscribed.

Before completing this application form, please ensure you have read the Community Sustainability Grants Guidelines 2025-2026. You must also discuss your proposed activity with the Sustainability Team before submitting this application.

**CONTACT | Phone: 6820 3000 | Email: [sustainable@albany.wa.gov.au](mailto:sustainable@albany.wa.gov.au)**

The Community Sustainability Grants consist of two streams: projects and events/workshops. If you are unsure of which stream would be most appropriate, please contact our team to discuss.

- Project grants (up to \$5000) available for initiatives that run over multiple dates or locations and should comprise activities that have a lasting impact.
- Event or workshop grants (up to \$2500) are available to support one-off sustainability activities and promotions.

APPLICANT DETAILS

Before you start, please contact the Sustainability Team to discuss your project idea.

Organisation/Business name:	
Contact person (name and position within organisation):	
Postal address:	
Telephone:	
Email:	

Which of the priority areas will your project/event address?		
Water efficiency	Energy efficiency and emissions reduction	Reducing waste to landfill
Active Transport	Urban Greening	Weed control and revegetation

## ORGANISATION DETAILS

### Is your organisation incorporated?

(You may be required to supply a copy of your Certificate of Incorporation if your application is successful)

Yes (date of incorporation) \_\_\_\_\_

No

For unincorporated community groups, please attach a letter from an incorporated organisation that agrees to manage the funds for you. Please contact the City to discuss the options. If an incorporated organisation has agreed to manage the funds for you, please include that organisation's ABN and GST status in the questions below.

### Is the applicant or auspicing organisation covered by public liability insurance?:

Yes (please state level of cover and expiry date) \_\_\_\_\_

No

### Does your organisation have an Australian Business Number (ABN)?

Yes (please write it here): \_\_\_\_\_

No

### Is your organisation registered for the Goods and Services Tax (GST)?

Yes

No

Please provide some information about your organisation (or auspicing organisation). For example what the organisation does, its client or service base, objectives/goals/vision etc.

## PROJECT / EVENT DETAILS

Project / event title:

Project / event summary:

(No more than 50 words. The information supplied here will be used by the City to describe the project to the public where applicable)

Project / event start date:

Project / event end date:

Location where your project /  
event will take place?

Please describe your project / event in detail as follows. If you need more space, you can attach a supplementary document to your application.

What are you going to do?

How will your project / event address the funding priorities you have identified?

How many people do you expect your project / event to reach or involve?

**What are the expected outcomes of the project / event?** *For example: increased skills and knowledge of participants or volunteers, benefit of new equipment or other infrastructure, or diversion of waste from landfill to create new recycled items.*

---

**How will you determine whether your project / event was successful?** *For example: conducting a survey of participants; or weight or number of materials diverted from landfill.*

---

**Who will be your project / event partners?** *List the organisations, groups and/or stakeholders involved in delivering your project, and describe their input.*

---

**What is the proposed project / event timeline?**

**Which of the following ways are you able to acknowledge the City of Albany's support for the project / event? (Please tick all that are relevant)**

Acknowledgement of City of Albany support (and other sponsors where appropriate) in advertising and media publicity

City of Albany (and other sponsors where appropriate) signage while the project / event is occurring

Verbal acknowledgement during the project / event

Formal invitations to City of Albany Mayor and/or Councillors to attend project activities / event(s), official functions and hospitality opportunities

Invitations to City of Albany Mayor and/or Councillors to present the welcome or opening speech at the commencement and/or launch of the project / event

## BUDGET

Please outline the total cost of your project. Include any contribution from your organisation, contributions from other funding bodies, and estimated in-kind contributions. In-kind contributions are goods, services, time, expertise, or other non-cash contributions which assist the development, delivery and/or evaluation of the project.

Income Source	Amount \$ (excluding GST)
<b>Requested from the City of Albany</b> Please note the City will provide a maximum contribution of \$5000 for projects and \$2500 for events /workshops	\$
<b>Your cash contribution</b> (If any)	\$
<b>Other cash contributions</b> Please provide confirmation of any other funding received	\$
<b>Total cash contributions</b>	\$
<b>In-Kind contributions</b> (Estimated value)	\$
<b>Total project / event income</b> (= total of all cash contributions + in-kind contributions)	\$

## PROJECT / EVENT COST

[illegible]

Has your organisation received funding from the City of Albany in the past five years?

Yes

No

If yes, please provide details

Year	Purpose	Amount

## APPLICANT DECLARATION

I, the undersigned, certify that I have been authorised to submit this application and that the information contained herein or in the attachments is, to the best of my knowledge, true and correct.

Name:	
Signature:	
Position:	
Date:	

## CHECKLIST

Please ensure you have:

Read the application guidelines carefully

Discussed your proposed project with the Sustainability Team

Confirmed you or your organisation meet the eligibility criteria

Proposed project / event that aligns with at least one of the funding priorities

Completed ALL sections of the Application Form (including project detail and budget)

Attached any letters of support (if relevant)

Attachments (please specify):