



Memorandum

To:	All Branches and Clubs
From:	SLSNSW
Date:	18 March 2021
Pages:	1 + Attachment (5)
Subject:	Aus Gov Volunteer Grants – Advice on upcoming EOI stage commencing FROM MARCH 2021

The Australian Government Volunteer Grants will commence opening for EOIs **FROM MARCH 2021**. If you are interested in applying for this opportunity, please contact your Federal MP's electorate office ASAP. MPs must provide their nominations to the Community Grants Hub by 29 April 2021 **so EOI processes will finish BEFORE 29 APRIL 2021**.

IMPORTANT:

- Community Consultation is a critical element of the program. In consultation with their community, each Federal Member of Parliament (MP) must identify potential applicants and projects in their electorate and invite them to apply for a grant. This may be through an EOI or other process.
- If you are interested in applying for this opportunity, please contact your Federal MP's electorate office ASAP. If you wish to confirm which Federal Government electorate your club/Branch is located in, visit electorate.aec.gov.au
- Should your Federal MP be running an EOI or other application process prior to the official close date, and your club or Branch wishes to apply, please contact the Grant Seeking Unit as soon as possible for assistance (contact details below).
- **Organisations successful at the EOI stage will ONLY be given 5 business days from receipt of invitation by the Community Grants Hub to return the completed application form so it is ESSENTIAL you contact the Grant Seeking Unit as soon as possible for assistance.**

Due to the application process mentioned above, which may vary from electorate to electorate, this memo is to provide clubs sufficient notice to make contact with their Federal MP prior to the opening date.

Following the EOI process, full submissions will commence from 20 May 2021 and close 9 June 2021.

To be eligible, organisations MUST have at least 40 per cent of the organisation's staff as volunteers

Grants of \$1,000 to \$5,000 will be awarded to eligible organisations. A total pool of \$123,250 will be allocated per electorate. This funding can be used to:

- purchase eligible small equipment items for use by volunteers
- contribute to volunteers' fuel costs
- contribute to transport costs for volunteers with disability who are unable to drive
- assist with the cost of training courses for volunteers
- undertake background screening checks for volunteers
- conduct activities to promote awareness of, and increase participating in volunteering opportunities
- adapting practices to support volunteers' safety in the current pandemic environment

Examples of eligible items are listed at **Attachment A** .

More information, the guidelines can be accessed from <https://www.communitygrants.gov.au/grants/volunteer-grants-activity-2021-volunteer-grants>.

Kind regards

SLSNSW

ATTACHMENT A: Eligible items as listed in guidelines

To be an eligible item, items must be portable, tangible and bought to benefit the volunteers. They may be low-cost and include delivery/freight and set-up costs. Applicants are required to select the categories that match the items you wish to buy. Each category lists examples of items that are usually bought with Volunteer Grants money. The examples are intended as a guide only to help you select the most appropriate category. If a specific item is not listed, select the category that most closely matches the item to be bought. Volunteer Grants funding must only be spent on eligible items.

Category Examples of eligible items	Examples of ineligible items
Background screening checks of volunteers Contribute to the cost of police checks or working with vulnerable people checks	Screening checks already paid for from other sources e.g. state/territory governments, community groups
Computer equipment Computer or laptop Computer software (excluding subscriptions) External hard drive/USB Photocopier/printer/multifunction centre/fax/scanner	Ongoing subscriptions or annual payments associated with software (such as security software, Microsoft Office (cloud storage) Lease or rental costs
Electronic/audio/video Mobile phones E Reader iPad/tablet Camera/video camera Dictaphone DVD/Blue-ray player/recorder GPS/UHF radio transceiver CD player/stereo/MP3/iPod/dock Other portable audio equipment Headphones Microphones Motion sensor/camera Public address system Television/set top box Video/slide/data/overhead projector/screen	Ongoing costs of phone/network plans are not eligible

Category Examples of eligible items	Examples of ineligible items
<p>First aid and safety</p> <ul style="list-style-type: none"> CPR manikin/training tools Defibrillator Dehumidifier Demountable fire hose Dust extractor/respirators Emergency oxygen EPIRB (Personal Location Beacons) Fire blanket/Fire extinguisher Fire tools (portable) First aid kit High visibility vests Hydraulic lift for wheelchairs (demountable-portable) Pool test safety equipment Sterilising unit Stretchers/rescue boards Test and Tag machine Torches Personal Protective Equipment (including masks, sunscreen, sanitiser) 	
<p>Fuel costs</p> <p>Contribute to the reimbursement of volunteers' fuel costs who use their own car/vehicle when undertaking their volunteering activities</p>	<p>Cost of volunteers using an office vehicle or office staff using vehicles</p>
<p>Health and Safety</p> <p>Contribute to adapting the policies and procedures of volunteering programs to ensure volunteers can operate safely, e.g. through signage, protective screens, and sanitising kits</p>	
<p>Heating/Cooling – portable, includes delivery and set-up costs</p> <ul style="list-style-type: none"> Air conditioner Evaporative cooler Fan Heater Sunshade/sail/marquee/umbrella 	<p>Permanent fixtures</p>
<p>Household/cleaning items (non-kitchen)</p> <ul style="list-style-type: none"> Broom/mop Carpet steam cleaner Hand dryer Step ladder Vacuum cleaner Sanitising solution for sanitising of surfaces 	<p>Cleaning products and other cleaning consumables other than sanitising products for personal or surface use</p>

Category Examples of eligible items	Examples of ineligible items
Indoor furniture and appliances Chairs Desk (non-fixture) Indoor lighting (portable) Sewing machine Sofa/lounge Tables	Permanent fixtures
Kitchen appliances Bain Marie Coffee maker Deep fryer Dough mixing machine Kitchen utensils Microwave Pie warmer Small kitchen appliances Water cooler/urn/thermos Esky/cooler	
Landscaping/gardening Arena Rake (tow behind) Backpack sprayer Blower vacuum Brush cutter Other gardening/land care tools (e.g., spades, rakes, shears, secateurs, loppers, hoes) Hedge trimmer Hoses Ladder Mower/ride on mower Pump (portable) Rotary hoe Tree planting equipment Wheelbarrow Whipper sniper	
Leisure and Sporting (excludes items for the benefit of the organisation or players) Aqua wheelchair (portable) Aqua cube/stand and accessories Flags (Maritime) Line marker machines Electronic scoreboard Coach/referee kits	
Office equipment (non-computer and non-consumables) Cash register ID card printer laminator Whiteboard (portable)	

Category Examples of eligible items	Examples of ineligible items
Outdoor furniture and equipment Barbeque (incl. initial gas bottle) Bench seats Canvas covers (BBQ trailers) Chairs Outdoor lighting (portable) Portable toilet (excluding hire) Tables Trailer (up to 2.5 x 6.1m) Water tank (includes installation)	Permanent fixtures Hiring of equipment is not eligible Ongoing maintenance and consumables are not eligible
Promotion of volunteering opportunities Contribute to the re-engagement of volunteers when programs can safely resume Contribute to activities run specifically to recruit volunteers	Promotional activities which benefit the organisation, e.g. product or service advertisement, branding design etc
Storage Bookcase Cupboard/cabinet (non-fixture) Filing cabinet Lockers Shed (up to 4 x 4m portable) Shelving (demountable) Storage containers Trolley	Permanent fixtures
Tools/power tools/construction tools Band saw/table saw Chainsaw and accessories Cement mixer/tools Chain hoist Generator Hand drills (incl. bits and sharpener) High pressure cleaner Mill drill machine package (portable) Picket Post Driver Planer cutter Pump (portable) Sander Tool kits/tool boxes Work bench	
Training costs Contribute to the training costs for volunteers	Costs for courses that are not reasonably priced Costs for the training of paid staff, organisational members or participants/clients of the organisation Costs to meet the training expenses of other organisation's volunteers Costs for catering

Category Examples of eligible items	Examples of ineligible items
<p>Transport costs for volunteers with a disability Contribute to the reimbursement of transport costs incurred by volunteers with disability, who are unable to drive</p>	<p>Transport already paid for from other sources e.g. state/territory governments, community groups Transport which is not for volunteering work Travel for an organisation's paid staff Travel for members or participants who are not volunteers of the organisation</p>
<p>Whitegoods and major appliances Clothes dryer Dishwasher Freezer/refrigerator Stove/oven portable (non-fixture) Washing machine</p>	