

Community Bank
Beechworth & District



Community Funding applicant guidelines

Version 6.0
Prepared 30.3.26

This guideline has been prepared to help you apply for our
2026 Community Funding Program.

Introduction

Community and not-for-profit organisation can apply for community funding to support projects that offer clear community benefit, contributing to social outcomes, community welfare, environmental, health, education, or cultural areas.

Jointly administered by the Bendigo Bank - Community Bank Beechworth & District and the Community Enterprise Foundation™, this Community Funding Program is made possible by the people who bank with Bendigo Bank's Community Bank Beechworth & District.

It's a program run by local people, making local decisions to create local benefits. That's how your banking can make a real difference.

Key program dates:

- Community Funding Information Evening: Monday 27th April 2026
- Applications open: Tuesday, 28th April 2026
- Applications close: Tuesday, 30th June 2026
- Notifications: Approximately 4-6 weeks from the closing date
- Payment to Successful applicants: August 2026

You should **read these guidelines before beginning your application.**

Grant Application Guidelines

Community Bank Beechworth & District's social purpose focus is to 'feed into community prosperity', from its products and services through to its commitment to creating positive social change.

Projects may demonstrate outcomes in:

- Animal welfare
- Choice and empowerment
- Community resilience
- Connection
- Disaster recovery
- Education
- Environmental
- Financial
- Health
- Housing
- Learning, skills and development
- Safety
- Social cohesion
- Technology
- Wellbeing
- Youth

Eligibility

You must:

- Be based in the Indigo Shire Council.
- Be an incorporated community or not-for-profit organisation with a valid ABN/or alternatively have a project partner if you are not an incorporated organisation. A project partner is an incorporated community or not-for profit organisation that is willing to enter into the funding agreement on your behalf and help you to deliver the project.
- Have a valid Australian bank account.
- Have attended the Community Bank Beechworth & District - Community Funding Information Night (unless special circumstances apply).

Who is ineligible?

- For-profit organisations without an eligible project partner.
- Individuals or unincorporated organisations without an eligible project partner.
- Previously funded groups who have not acquitted projects to a satisfactory level.
- Applicant organisations (or partner organisations) with an unsatisfactory result to the Anti Money Laundering / Know Your Customer search.

Use of funds

Funds can be used for projects which align with the program outcomes.

Funds are not intended to support 'business' costs, such as staff salaries (personnel costs) and general operating costs. Nor will they be offered if the entity is totally dependent on our support to ensure its continuity.

We will not provide funding for projects that are illegal, commercial or confer private benefits.

We will also not fund projects which:

- take place outside of Indigo Shire council.
- break or attempt to change the law, or direct political donations.
- claim retrospective funding – paying for costs already incurred.
- involve gambling.
- exclude or offend any part of the community.
- encourage violence or involve the use of weapons.
- mistreat, exploit, or harm animals.
- create environmental hazards.
- present a danger to public health or safety.
- contribute to modern slavery.
- take place solely outside of Australia.

Assessment criteria

Your application will be competitively assessed against the following merit criteria:

Community Impact

- How well aligned is your proposed project to the specific program and social purpose outcomes?
- Problem definition and demonstrated benefits for your organisation and the community.

- Need for funding (will your project proceed without our funding).
- The extent to which you demonstrate clear and realistic project goals and objectives.

Community support/stakeholder engagement

- Evidence of support from the broader community showing how your project will benefit local people or the local community.
- Evidence of support from other stakeholders who are critical to your project delivery.

Capacity to deliver

- Track record delivering similar projects.
- Financial viability (if applicable).
- Proposed project is realistic and achievable.
- Other funding or in-kind support.

Value for money

- Budget is reasonable and reflects good value.
- Proposed outcomes are proportionate to proposed investment.

How to apply

You can submit multiple applications, but each project requires its own application unless they are directly related.

Use our application hub to complete and submit your online application: [Home Page - Community Bank Beechworth & District \(smartygrants.com.au\)](https://www.smartygrants.com.au)

We will send you a confirmation email to your registered email address once your application has been submitted.

To ensure a fair process, we will not accept late applications or provide extensions.

We may contact you during and after the assessment process to request more information, evidence or to clarify information provided in your grant application.

If we refer this application to the Community Enterprise Foundation to assess and administer, you will be notified and provided with relevant information.

Supporting documentation

You must provide the following supporting documentation for funding less than \$10,000:

- Current bank statement for your organisation.
- Project budget which clearly shows how you will spend the funds, and quotes for all budget items greater than \$1,500.
- Letters of support to demonstrate community need and benefit.
- Applications involving a project partner must include a letter of their support and a copy of their financials. Email us for a template.
- Proof of other approved funding or your own funds to put towards the project. (including in-kind support).
- Evidence of all necessary licences, permits and insurances which will enable you to run your project (e.g. public liability insurance, local council permits).
- For projects involving children, evidence that relevant personnel have Working With Children Checks.

You must provide additional supporting documentation for funding greater than \$10,000:

- Current signed audited financial statements for the applicant organisation or project partner (where applicable).
- Organisations not required to audit financials must provide a profit and loss statement as a minimum, and a balance sheet if available.
- Demonstrate in your budget and/or supporting documentation how the funds requested will be spent.
- Project budget which clearly shows how you will spend the funds, and quotes for all budget items greater than \$1,500.
- If you have conducted this project/program before (e.g. annual events), copies of receipts/invoices that substantiate this request from previous expenditure plus a detailed budget.
- Plans/designs for projects that involve building or refurbishment.

Decisions on applications

Timing of notifications will vary, however applicants are usually notified by email within 4 – 6 weeks of the program closing date.

Managing your funding application

Keeping us informed

You must notify us about anything which is likely to impact your organisation and its ability to deliver your project. This may include, but is not limited to, changes to your organisation's name, address, financial situation, senior staffing arrangements, or significant changes to the project budget.

Funding agreement variations

We understand that circumstances change and things don't always go to according to plan. If there has been a change that will impact your project, you can request a variation to your agreement by contacting us.

We will consider your request, and if we decide to accept your proposed changes, we will issue a deed of variation.

Reporting requirements

You will be required to complete a Project Acquittal Report within 30 days of your nominated project end date. The Project Acquittal will be submitted electronically through the application portal. The report includes information about how the funds were spent, the outcomes, achievements of the project, and any lessons learned. You are also required to provide 3-4 high resolution images as evidence of the project.

Enquiries and Feedback

Please submit your application queries to
Community Bank Beechworth & District
Emma Wiking: 0419 398 183
Email: marketing@beechworthbank.com.au

For technical support with application hub
SmartyGrants—Our Community
Phone: 03 9320 6888
Email: service@smartygrants.com.au

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