

Guidelines

North East Community Fund
2025 grants and partnerships

North East
Community
Fund



NORTH
EAST LINK

VICTORIA'S
BIG BUILD

Contents

1. Introduction

1.1 About North East Link Program	1
1.2 About North East Community Fund	2
1.3 Timeframes	2
1.4 Grant writing workshops	2

2. Eligibility

2.1 Who can apply?	3
2.2 What areas are eligible?	3
2.3 Not eligible for funding	4
2.4 What projects can I apply for?	4

3. Assessment

3.1 Assessment panel	6
3.2 Assessment criteria	6
3.3 Community priorities	6

4. How to apply

4.1 Online application form	8
4.2 Applying for a grant	8
4.3 Getting assistance with your application	9

5. The fine print

5.1 Terms and conditions	11
5.2 Privacy collection notice	11

Front cover: Eco Warriors received funding to engage Banyule Primary School students to revegetate areas of Rosanna Parklands teaching students how to collect local native plant seeds, propagate and care for seedlings and prepare sites for planting

Opposite page: Artist's impression of southern tunnel portal, tunnel ventilation structure and Yarra Link green bridge, Bulleen

Introduction

1.1 About North East Link Program

North East Link is Victoria's biggest ever investment in Melbourne's north east. We're also completing the M80 Ring Road in Greensborough, overhauling the Eastern Freeway, building Melbourne's first dedicated busway and more than 34 kilometres of walking and cycling paths.



1.2 About North East Community Fund

Major works for the three massive projects that make up North East Link Program are taking place in built-up urban areas. As they progress, the North East Community Fund (NECF) will support local areas and community organisations most impacted by construction.

The \$10 million fund seeks to support local initiatives and projects in Melbourne’s northern and eastern suburbs – bringing lasting benefit to the area well before these massive projects are completed in 2028.

The fund has already supported more than 150 projects that align with the identified community priorities ranging from programs to increase participation, including community art exhibitions, sports club open days, and community centre upgrades.

Funding will be available throughout the construction of North East Link until project completion and the program will prioritise its support to those most impacted by construction. Funding will be awarded so that there is a spread of funding across a range of projects and categories.

The fund is managed by North East Link, part of Major Road Projects Victoria (MRPV), on behalf of the Victorian Government.

1.3 Timeframes

The North East Community Fund grants and partnerships will run as outlined in the following table:

Applications close
3pm Tuesday 29 April 2025

Applications assessed
May and June 2025

Applicants notified
July 2025

All applicants will be notified of the outcome of their application via email.

1.4 Grant writing workshops

These free voluntary workshops will assist participants to develop and write their grant application.

The workshop will focus on specific questions in the application form including the project description, budget, project plan and evaluation.

There are limited spaces, so booking is essential.

To make a booking, visit northeastlink.vic.gov.au/communityfund

Grant writing workshop dates

Tuesday 25 March
5.30pm to 7.30pm
Veneto Club

Thursday 3 April
5:30pm to 7:30pm
Watsonia RSL

Wednesday 9 April
5:30pm to 7:30pm, online

Monday 14 April
10am to 12pm, online

Tuesday 15 April
5:30pm to 7:30pm, online

Eligibility

2.1 Who can apply?

Applicants must:

- be an incorporated not-for-profit organisation or community group or be sponsored (auspiced) by an incorporated not-for profit organisation
- be located in either the City of Banyule, City of Manningham, City of Boroondara, City of Nillumbik, City of Whitehorse, City of Whittlesea with the initiative or project to take place in a priority suburb
- have an Australian Business Number (ABN) and provide an incorporation number
- have a current public liability insurance (minimum of \$10 million).

Incorporated not-for-profit community organisations may include but are not limited to:

- charities
- Australian Public Companies, such as companies limited by guarantee and/or limited by shares (non-distribution of profits or dividends)
- co-operatives
- trusts that are registered with the Australian Charities and Not-for-profits Commission (ACNC)
- not-for-profit associations
- Registered Australian Bodies
- Indigenous corporations
- organisations established under an Act of Parliament.

Auspice arrangements for grants are designed to assist not-for-profit community groups who are small or may not yet be incorporated, they cannot be used by for-profit organisations to apply for grants that benefit a commercial business.

- The auspice organisation would receive the grant funding and have responsibility for ensuring that the project is completed on time.
- Evidence of the agreement between the two parties to undertake this auspice arrangement must be submitted with the grant application.

Auspice arrangements can only be used for grant applications.

2.2 What areas are eligible?

Projects must be located in close proximity to the North East Link construction, with applicants required to demonstrate how their organisation has been impacted by the project. Projects that are most impacted will be prioritised for funding.

To be eligible for funding projects must be delivered in one of the following suburbs:

Balwyn North	Macleod
Box Hill North	Mont Albert North
Bulleen	Rosanna
Bundoora	Templestowe Lower
Doncaster	Viewbank
Greensborough	Watsonia
Heidelberg	Yallambie
Kew East	



Cultivating Community Inc received funding to purchase four wicking beds and planted them with suitable species of plants to represent different cultures and cuisines

2.3 Not eligible for funding

Initiatives will not be eligible to receive funding if they:

- are intended to fund operational or core business costs including salaries and administration costs
- have the single purpose of promoting religion or political parties
- are currently fully funded by local, state, or federal governments
- are intended to exclusively use the funding to cover planning, design or preliminary construction costs
- are deemed as core curriculum activities of educational institutions
- derive income from gambling or are proposing to conduct activities that promote gambling
- have a debt or outstanding acquittal owing to the State Government authority where the project will be undertaken
- have already commenced or are scheduled to commence before the grants are paid or have not commenced but have secured all funding.

2.4 What projects can I apply for?

Proposed projects should fit into one of the following categories:

Participation equipment grants

Up to \$5000 to support community participation in local sport, art or recreation activities.

Connecting communities and neighbourhood grants

Up to \$10,000 for a one-off initiative that aims to improve community connectedness and participation.

Celebrating communities and neighbourhood grants

Up to \$20,000 for festivals, events, and installations that bring local people together.

Transforming communities and neighbourhood grants

Up to \$75,000 for improvements to local community, sporting and recreation facilities and local environments.

Community Partnerships Program

Up to \$100,000 for large scale partnerships where wide reaching community benefits or a significant lasting outcome can be demonstrated.

Projects should be able to be completed within 12 months of funding being announced.

Applicants may apply for a grant in more than one grant category; however, each application must be for a different activity.

We would strongly encourage community groups and organisations to put forward applications for projects that will generate the most community benefit.

To ensure that the money is distributed fairly among impacted community organisations, applicants who have received funding through the Community Partnerships program previously will not be eligible to apply for the higher value funding categories.

Funding for the partnerships program will only be considered where there is already external funding confirmed. Requests to North East Community Fund could be up to \$100,000 but must not be more than 50 per cent of the total project cost.

Examples of what we may fund

Project	What can be funded	What will not be funded
Equipment Up to \$5000	<ul style="list-style-type: none"> – Sport equipment – Musical instruments – Art supplies – Scouts or Guides camp equipment – Educational toys – Uniforms/guernseys 	<ul style="list-style-type: none"> – Prizes, awards or trophies – Equipment already purchased – Catering – Limited use sports uniforms (for example, non-reversible guernseys if pride or indigenous rounds etc.) – Facility upgrade – Phone(s)/laptops
Connecting Up to \$10,000	<ul style="list-style-type: none"> – Volunteer training – Education and coaching programs (e.g lapidary workshop, cooking or swimming program) – Programs to upskill community members – Open/Come and try sessions – Garden or sustainability workshops and community planting days – Arts and culture programs (e.g NAIDOC) – Tech upgrades for community learning – Fit out of tables, chairs, cabinets 	<ul style="list-style-type: none"> – Community or club events – Ongoing scheduled event (not a new initiative) – Staffing and salaries – Research and consultative activities – Alcohol and bar-related expenses
Celebrating Up to \$20,000	<ul style="list-style-type: none"> – Community festivals – Food tours – Art exhibitions/workshops/installation, e.g a mural – Cultural festivals and events – Event commemorating the history of an organisation, place or event – Concerts 	<ul style="list-style-type: none"> – Events which are not open to the public, such as member award nights – Infrastructure – Events held outside of the priority suburbs – Any event where a community member will need to pay to attend
Transforming Up to \$75,000	<ul style="list-style-type: none"> – Kitchen improvements (e.g oven, stove, plumbing, electrical) – Community garden – Upgrades that improve community usage such as upgrades to flooring, internal fit out, seating, roofing, heating and cooling – Access upgrades such as ramps, handrails, tactile surface(s) – Improvements to playgrounds or public outdoor spaces – Upgrades to sporting facilities such as goal netting and training spaces 	<ul style="list-style-type: none"> – Lighting upgrades – Vehicles (purchase, hire and running costs) – Bathroom or toilet upgrades – Preliminary designs/planning – Security system(s) – Car parks, garages or sheds – New building(s) – Fencing – Solar installation or upgrades – Large sporting equipment

Assessment

3.1 Assessment panel

Applications for a North East Community Fund grant or partnership will be assessed by a senior panel convened by Major Road Projects Victoria and any relevant state government departments or councils as required.

An independent probity advisor will oversee the assessment process.

3.2 Assessment criteria

All applications will be assessed on merit using the following program criteria:

Community connectedness and benefit (30% of overall score)

Demonstrate how initiative will improve community connections by bringing people together and increase the level of participation an individual has within their community.

Community impact and need (30% of overall score)

Demonstrate proximity and construction impacts from North East Link, the M80 Ring Road Completion and/or Eastern Freeway Upgrades.

Community need (10% of overall score)

Identify and explain which community priority/s the project addresses, as outlined in section 3.3 of these guidelines.

Organisation's capacity (30% of overall score)

Demonstrate that the organisation has the capacity to deliver the initiative on time and within budget.

3.3 Community priorities

Projects submitted to the North East Community Fund should support the strengthening of community connectedness and participation, as well as align with at least one of the following priorities:

Health and wellbeing

Supporting programs and opportunities which promote healthy living and wellbeing.

Innovation

Supporting projects and events which help the community to solve future challenges.

Environment and sustainability

Enhancing and conserving green spaces and the environment.

Accessibility

Focus on mobility to make it easier for people to travel and explore their local area.

Leadership

Supporting and training future leaders to advocate for their community.

Education and skills

Providing information, skills, and new opportunities to members of the community.

Diversity

Supporting social inclusion for diverse populations.

Beautification

Supporting opportunities to improve the aesthetics and facilities of the community.

Arts and culture

Celebrating culture and building positive community perceptions.

Heritage

Celebrating history and creating links between the past and present within the community.

Social procurement

Commitment to generating social value through procurement within the Victorian Social Procurement Framework.



Diamond Valley Basketball Association received funding to run an 8-week introductory and competition wheelchair basketball program for people with disability to enhance their health and wellbeing

How to apply

4.1 Online application form

Applications must be submitted online via the North East Community Fund web page at northeastlink.vic.gov.au/communityfund

Please note applications must:

- be submitted by an individual with authority to do so on behalf of their group/organisation
- use the North East Community Fund application form
- be for only one proposed project
- be complete, as ineligible applications may not be considered.

MRPV reserves the right, in its absolute discretion, to accept or reject any project proposal that is lodged after the closing date and/or not lodged in accordance with the requirements of the North East Community Fund guidelines (this document).

4.2 Applying for a grant

Please have the following information ready before you start filling out the application form.

Information on the applying organisation, including:

- Name, address, contact details
- Incorporation Registration Certificate
- ABN
- Public Liability Insurance certificate of \$10 million or higher
- Auspice organisation information where relevant.

Details about the project:

- Project title
- Type of project (equipment, participation activity, capital works, other)
- Which priority area/s (suburb and Council area) will benefit
- Timeline
- Detailed project budget.

Responses will be required to outline:

- Proximity to/impacts from construction
- How your project will improve community connectedness
- The number of community members who will benefit
- Evidence the project/program has community support
- Information about land ownership and/or council approvals (if relevant)
- Details on your organisation to give us confidence that you can complete the work
- How you will measure success.

In relation to project costs, you will be asked for:

- The total cost of the project
- Your organisation's contribution
- How much funding you are seeking
- How the funds will be used

- Quotes to support any individual budget item that exceeds \$1000
- Any other funding sources you have already secured.

Where co-funding is identified, evidence is requested for secured funding.

For non-secured co-funding, you will be asked how the project can be re-scoped if this is not received.

Additional information and attachments

Where relevant, the below are requested:

- Evidence of land and/or building ownership (e.g rates notice)
- Where you do not own the land/building, evidence of landowner permission
- Auspice agreement
- Evidence of co-funding from other sources
- Supporting information, such as project plans and/or designs.

For infrastructure projects it is strongly recommended that supporting documents such as project designs, evidence of preliminary investigation and/or any technical material is uploaded at the time of application.

Project-specific expenses, such as wages or other project or administration costs can be included up to 10% of the total project cost. Please note, applicants may be asked to demonstrate how these costs relate specifically to your project and provide supporting evidence on how the costs were calculated.

MRPV reserves the right to reach out to applicants to obtain additional information relating to their submitted grant or partnership application during the assessment period.

Required documentation

	Equipment Up to \$5000	Connecting Up to \$10,000	Celebrating Up to \$20,000	Transforming Up to \$75,000	Partnerships Up to \$100,000
Public Liability Insurance and Certificate of Incorporation	Required	Required	Required	Required	Required
Annual report including financial statements	Required	Required	Required	Required	Required
Quotes for items over \$1000	Required	Required	Required	Required	Required
Project/Program and Risk Management Plan	Not required	Optional	Recommended	Required	Required
Evidence of Co-funding (confirmed)	Required where applicable	Required where applicable	Required where applicable	Required where applicable	Required
Asset owner evidence of consent	Not required	Required where applicable	Required where applicable	Required	Required
Evidence of asset ownership and/or current land/ building lease	Not required	Required where applicable	Required where applicable	Required	Required
Letters of support	Not required	Recommended	Recommended	Required	Required

4.3 Getting assistance with your application

If you have an idea for a project but have questions about applying, chat to the North East Community Fund team.

The team can also answer any questions prior to your organisation submitting your application.

Phone **1800 105 105** or email **communityfund@northeastlink.vic.gov.au**

If you require an interpreter, please call **03 9209 0147**.



Banyule Information and Support Centre received funding to run workshops and promote cultural integration for Culturally and Linguistically Diverse (CALD) women



Heide Museum of Modern Art received funding to create a ceremonial gathering and learning space by the Birrarung/Yarra River in Bulleen, highlighting indigenous plants and land management techniques



Macleod Village Traders Association received funding to host a vintage car show including kids entertainment, music and market stalls

The fine print

5.1 Terms and conditions

Projects which receive a funding offer from the North East Community Fund will be required to enter into a funding agreement and accept terms and conditions in relation to the project proposed.

5.2 Privacy collection notice

MRPV collects your personal information for the purposes of administering the NECF. We may disclose your personal information to Victorian Infrastructure Delivery Authority (VIDA), other state government organisations and third parties, including (but not limited to):

- SmartyGrants
- relevant local councils
- VIDA third party contractors.

Information is collected for the purposes of:

- processing and assessing your application
- allocating grants
- communicating with you
- confirming required permissions
- enquiring about past/current/future funding as required.

We will only send you communication about any applications you make and updates to keep you informed on the North East Community Fund. You may choose not to provide us with all personal information we request from you, which may impact whether we accept an application from you, respond to your queries or take your feedback into account.

You have the right to access and correct personal information about you held by us. To request access or request changes to the personal information we hold about you, or for more information about how we manage your personal information, please refer to our Privacy Policy which is available on our website at bigbuild.vic.gov.au/privacy or contact us for a copy.



tennis coaching
us.com.au

hotshots.tennis.com.au

hotshots.tennis.com

Banyule Tennis Club received funding to resurface three tennis courts with synthetic grass, offering players a modern and durable surface that enhances the overall playing experience for current members and the local community



Rosanna Fire Station Community House received funding to hire a local artist to design and paint a mural to the entrance of the community house that represents the history and activities of the centre



Belle Vue Primary School received funding to resurface the school netball court and construct a new inclusive playground for children of all abilities to access and enjoy



Meet Pi, a maths festival for young people of different ages and abilities to come together and connect with activities such as puzzles, games and crafts

northeastlink.vic.gov.au



For languages other than
English please call 9209 0147

1800 105 105 (call anytime)

communityfund@northeastlink.vic.gov.au

     @nelpvic

Please contact us if you would like this information in an accessible format.
If you need assistance due to a hearing or speech impairment, visit relayservice.gov.au



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