SHIRE OF HARVEY

Community Grant Program Guidelines 2026



CONTENTS

GRANT CATEGORIES OVERVIEW 3
PURPOSE 4
- FUNDING ROUNDS
SUBSIDIES OVERVIEW 4
ATHLETE TRAVEL SUBSIDY 5
YOUTH ACHIEVEMENT TRAVEL SUBSIDY 6
COMMUNITY SUPPORT 7
ALCOA HARVEY SUSTAINABILITY FUND 8
PARTNERSHIP AGREEMENTS 9
COASTAL COMMUNITIES 10
INFRASTRUCTURE GRANTS 11
GRANTS CONDITIONS 12
ASSESSMENT PROCESS 14
HOW TO APPLY 15
NOTIFICATION TO APPLICANTS 16
FREQUENTLY ASKED QUESTIONS 17



GRANT CATEGORIES OVERVIEW

There is funding available across seven grant categories, providing support for a wide range of community initiatives and development priorities.

	Travel Subsidy	Community Ideas	Infrastructure
Purpose	• Supporting youth in our region (individuals and groups). • Encourage participation in youth activities.	• Connect people • Celebrate local identity • Strengthen community	**By invitation only** Upgrade, extend or construct a Shire owned facility.
What for	For youth aged 12-18 years.	• Events • Activities • Activations	Community, sport or recreation facilities and infrastructure projects.
When	All year round (until allocated funds expended).	Two grant rounds per year: • Round One - May • Round Two - October	Round One only.
Shire of Harvey Community Grants	**Athlete Travel Subsidy** • Individual • Team **Youth Achievement Travel Subsidy** • Individual • Group	**Community Support** • Up to $5,000 • Round 1 and 2 **Alcoa Harvey Sustainability Fund** • Up to $100,000 • Round One only • Can be used for infrastructure **Partnership Agreement** • **By invitation only** **Coastal Communities Fund** • Myalup and Binningup area only • Round One only	**Infrastructure Grant** Let the Shire of Harvey know about your idea. Request a "Letter of Intent" template to start this process. Submit your Letter of Intent to communitydevelopment@harvey.wa.gov.au Community Development Officer will liaise with you throughout this process. You may need to supply further information. If approved by Shire of Harvey, you will be invited to apply for an Infrastructure Grant. Apply for an Infrastructure Grant.

PURPOSE

The Shire of Harvey Community Grant Program enables local ideas to come to life.

It supports people to turn ideas into action, delivering projects that connect people, celebrate local identity, and strengthen our community.

Through this program, Council walks alongside the community, helping to turn shared aspirations into lasting outcomes.

FUNDING ROUNDS

The Shire's Community Grant Program opens in the following rounds (specific dates will be advertised on the Shire's website):

Round One. May	Round Two. October	All Year Round
Community Support Grant	Community Support Grant	Athlete Travel Subsidy
Alcoa Harvey Sustainability Fund	Partnership Agreement	Youth Achievement Travel Subsidy
Infrastructure Grant		
Partnership Agreement		
Coastal Communities Fund		

SUBSIDIES OVERVIEW

The **Athlete Travel Subsidy** and **Youth Achievement Travel Subsidy** are available to support community members and groups, helping reduce financial barriers and encourage participation in key sporting, cultural, educational, and developmental activities.

ATHLETE TRAVEL SUBSIDY

The Athlete Travel Subsidy provides financial assistance to support travel and accommodation costs required to attend state, national, or international sporting competitions to which they have been formally selected.

Amount available

Funding is available as follows:

- Category 1 (State representation at a national championship): up to $150.
- Category 2 (National representation at an international competition): up to $250.
- Category 3 (Team participation) up to $500 per team.

What we're aiming to achieve

This subsidy aims to:

- Assist emerging athletes with the high cost of travel and accommodation.
- Support clear athlete development pathways through recognised state and national sporting bodies.
- Enable Shire of Harvey athletes to participate in competitions where they have been officially selected.

Typical examples

Eligible competitions include:

- National championships where the athlete has been selected by a recognised State Sporting Association.
- International competitions where the athlete has been selected by a National Sporting Organisation.
- Accredited representative tournaments or events within recognised sporting pathways.

Specific grant conditions

- Applicants must be 12 - 18 years of age.
- Applicants must be residents of the Shire of Harvey (boarding students remain eligible).
- A letter of selection from the relevant State or National sporting body must be provided.
- Events must be part of a recognised State or National sporting pathway.
- Ineligible expenses include medical/ physio costs, costs for self-nominated (non-selected) competitions, events outside recognised pathways, and travel for events already completed.
- Only one subsidy per applicant per year will be approved.
- This funding category operates as exhaustive funding and the Shire reserves the right to close the program once the available budget has been expended.



YOUTH ACHIEVEMENT TRAVEL SUBSIDY

Funding to support and celebrate emerging talent within the Shire of Harvey, designed to assist young people who are representing the Shire in fields such as arts, science, technology, academic excellence, leadership, culture, or other areas of notable achievement.

This subsidy helps reduce the cost of travel associated with attending recognised competitions, conferences, exhibitions, performances, forums, or development opportunities.

Amount available

Funding is available under two categories:

- Category 1 – $150 per individual.
- Category 2 – $300 per group.

What we're aiming to achieve

This subsidy aims to:

- Encourage and support young people pursuing excellence in their fields.
- Reduce cost barriers for recognised representation or achievement opportunities.
- Celebrate young people who positively represent the Shire of Harvey at regional, state, national, or international levels.
- Support personal development, leadership, creativity, innovation, and academic achievement.

Typical examples

- Travel to academic competitions, STEM forums, youth leadership summits.
- Participation in exhibitions, performances, cultural programs, or creative showcases.
- Attendance at national or international conferences, training camps, or development opportunities.
- Representation in recognised arts, science, or technology events.

Specific grants conditions

- Applicants must be 12 - 18 years of age.
- Applicants must be residents of the Shire of Harvey (boarding students remain eligible).
- This funding category operates as exhaustive funding and the Shire reserves the right to close the program once the available budget has been expended.



COMMUNITY SUPPORT

Funding for community-led projects, events and creative initiatives that bring people together, activate places, strengthen local identity and build a vibrant, inclusive Shire of Harvey.

Amount available

Up to $5,000 per round, per applicant.

What we're aiming to achieve

Initiatives supported through this grant should help to:

- Strengthen social connection and community participation.
- Increase local vibrancy through events, activities and activation.
- Enhance the amenity, character and use of community spaces.
- Celebrate arts, culture and heritage and increase access to creative experiences.
- Build local capacity through volunteering, partnerships and community leadership.

Typical examples

- Community events and festivals; inclusive celebrations and activities.
- Workshops, exhibitions, performances, public art and creative programs.
- Place activation activities (e.g. popups, temporary installations, way finding, small improvements that invite use).
- Projects that improve belonging, inclusion, participation or local pride.

Specific grants conditions

- Applicants may apply for funding for a one-off event or for a program of events or activities.
- Applicants may submit multiple applications per round; however, only one application per organisation will be approved.



ALCOA HARVEY SUSTAINABILITY FUND

Alcoa invests in local communities to help address identified needs, strengthen resilience, and support long-term social, environmental, and economic sustainability in the regions where it operates.

Alcoa's funding reflects its commitment to being an active community partner — supporting initiatives that build capacity, enhance wellbeing, and contribute to vibrant, sustainable communities near its operating sites.

The Alcoa Harvey Sustainability Fund is for projects that improve environmental sustainability, support climate resilience, and enhance long-term ecological, social, or economic outcomes within the Shire of Harvey.

Amount available

Up to $100,000 per round, per applicant.

What we're aiming to achieve

Projects supported through this fund should aim to:

- Deliver long term community benefit with a focus on sustainable outcomes.
- Support the economic, social, recreational, or environmental resilience of the region.
- Facilitate community participation, partnerships, and collaboration.
- Incorporate innovation, leadership, or enterprise.
- Preferably include environmental or energy saving components.
- Demonstrate strong financial contributions from the applicant or other funding bodies (e.g. State/Federal grants, Lotterywest).

Typical examples

- Environmental rehabilitation, revegetation projects or energy efficiency projects.
- Community infrastructure, recreation, or amenity improvements that deliver sustainability outcomes.
- Social or economic development initiatives that strengthen community resilience.
- Projects that involve partnerships between community organisations.
- Programs benefiting communities in Harvey, Cookernup, Yarloop, Myalup and Binningup.

Specific grant conditions

- The Fund is administered by the Shire and guided by an Advisory Committee comprising Shire, community, and Alcoa representatives.
- Applications must show clear, measurable community benefit and sustainability outcomes.

Alcoa | SHIRE OF HARVEY

PARTNERSHIP AGREEMENTS

Partnership Agreements provide long-term, strategic funding support to organisations that deliver ongoing programs, services, or community initiatives that align with the Shire of Harvey's priorities.

They typically involve multi-year commitments and may include both financial and in-kind support. These agreements are designed to strengthen key community partnerships, increase service delivery capacity, and ensure sustained benefits for residents across the Shire.

Amount available

Funding levels are determined through negotiation, based on:

- The scale and duration of the program or service.
- Demonstrated community need and level of impact.
- The organisation's capacity, governance, and resourcing.
- Alignment with Shire strategies and priorities.

What we're aiming to achieve

Partnership Agreements aim to:

- Support the delivery of ongoing, high impact community programs.
- Strengthen long-term collaboration between the Shire and key community organisations.
- Improve community wellbeing, participation, inclusion, and resilience.
- Provide continuity for services and programs that meet identified local needs.
- Enable organisations to plan, deliver, and evaluate sustainable community outcomes.

Typical examples

- Long-term youth, seniors, or community development programs.
- Community services that support wellbeing, inclusion, safety, or connection.
- Ongoing arts, culture, heritage, or recreation initiatives.
- Regular events or activities that deliver sustained community benefit.

Specific grant conditions

- **Partnership Agreements are by invitation only.** Applicants must complete an Expression of Interest (EOI) and may be invited to proceed based on alignment with strategic priorities.
- Organisations must demonstrate strong governance, financial sustainability, and proven program delivery experience.
- Outcomes, reporting requirements, roles, and responsibilities will be set out in a formal Partnership Agreement.

COASTAL COMMUNITIES FUND

Funding for community development and infrastructure projects in and around the townsites of Myalup and Binningup.

Projects must deliver clear community benefit and support the social, recreational, or environmental needs of these coastal communities.

Amount available

Funding amounts vary depending on project scale and alignment with priorities.

What we're aiming to achieve

Initiatives supported through this fund should aim to:

- Provide long term benefit to the Myalup and Binningup communities.
- Support social and recreational outcomes through community facilities.
- Advance community education and training opportunities.
- Deliver environmental or energy saving benefits.
- Encourage collaboration and partnerships between community organisations.

Typical examples

- Community facility upgrades or new infrastructure.
- Projects that improve recreation, activation, safety, or amenity.
- Environmental projects such as dune care, revegetation, or energy efficient upgrades.
- Community education, training, or capacity building initiatives.

Specific grant conditions

- Only community organisations in Myalup and Binningup are eligible to apply.
- Projects that cannot demonstrate landowner support or that are restricted to private or exclusive participation will not be funded.



INFRASTRUCTURE GRANTS

Funding to upgrade, extend or construct well-planned Shire-owned community and recreation facilities that improve access, participation, amenity, and long-term community benefit.

Amount available:

Up to $50,000 per round, per applicant.

What we're aiming to achieve

Initiatives supported through this grant should aim to:

- Encourage and support community driven infrastructure projects.
- Build the capacity of not-for-profit organisations to plan, fund, and deliver local infrastructure.
- Improve the functionality, safety, and sustainability of community and recreational facilities.
- Deliver well designed projects that align with the Shire's Forward Capital Works Plan.

Typical examples

- Upgrades or extensions to community, sport, or recreation facilities.
- Construction of new amenities or infrastructure that benefits broad community use.
- Accessibility improvements such as paths, ramps, lighting, or compliant amenities.
- Infrastructure that enhances participation, safety, or community wellbeing.

Specific grant conditions

- **This category is by invitation only.** Applicants must first complete an Expression of Interest (EOI) process to be considered for invitation. To begin the EOI process, please contact the Shire of Harvey to request the Letter of Intent template.
- It is the Shire's expectation that Applicants contribute at least one third of the total project cost through cash, other funding sources, or in-kind support.
- Applicants must comply with the conditions provided through the EOI process as part of their submission. These conditions may include drafting detailed plans, seeking quotes, obtaining all required planning, building, health, and/or other approvals.
- A feasibility study and asset management plan may be required depending on project scale.

CONDITIONS THAT APPLY TO ALL GRANTS

- Initiatives must contribute to the outcomes of the Shire of Harvey Council Plan 2025 - 2035.
- Initiatives must benefit residents within the Shire of Harvey.
- Applications showing strong collaboration, multiple funding sources, and/or significant volunteer or cash contributions will be more competitive.
- Funding cannot be used retrospectively (approval must be received before the project begins).
- Applicants must discuss their project with the Shire's Grants Coordinator prior to submitting an application to ensure alignment with priorities and guidelines.
- All previous Shire grant funding must be acquitted before an additional application can be submitted.
- If funding is being sought for works on a Shire owned facility, applicants must first complete an Expression of Interest (EOI) process and obtain permission to apply for this fund. To begin the EOI process, please contact the Shire of Harvey to request the Letter of Intent template.
- Applicants must submit their application via the SmartyGrants portal within a grant funding round no later than 4.30pm on the closing date. Late submissions will not be accepted.
- Applicants must have the appropriate insurance and licenses to conduct the relevant work.
- Applicants are required to obtain all appropriate permits, consents or approvals, including but not limited to those required by the Shire's planning, building, health and/or recreation departments. Funding may be withdrawn, withheld, or may need to be returned in full to the Shire if the necessary steps are not taken to meet this condition.
- Applicants for the grants must be incorporated or auspiced by an incorporated association. The incorporated organisation will be responsible for receiving and managing the funds. Funds will be paid directly to the bank account of the incorporated organisation. It is the responsibility of the incorporated organisation and the applicant to negotiate and agree upon the conditions of the auspicing arrangement.

ITEMS NOT CONSIDERED FOR FUNDING

The Shire will not consider applications from:

- Government entities.
- Applicants with outstanding debts to the Shire of Harvey.
- Applicants that have failed to provide satisfactory acquittal reporting for any previous Shire of Harvey funding.
- Applicants that have not met conditions for previous Shire funding.
- Commercial activities.
- Projects restricted to private or exclusive participation.
- Projects which contravene the Shire's policies.
- Projects that are of a political nature, or those that involve political activities.
- Projects that are primarily religious in nature, including worship or church-run programs intended for faith-based purposes.
- Projects unable to demonstrate support from the landowner.
- Fundraising activities, prizes or competitions.


HARVEY
REGION

ASSESSMENT PROCESS

All eligible applications will undergo an assessment against the evaluation criteria outlined below.

Evaluation Criteria	What this looks like	Weighting
Alignment to the Shire's Council Plan 2025-2035	The proposal clearly demonstrates how the project contributes to one or more outcomes, priorities, or objectives of the Council Plan. Strong applications show a direct connection between project activities and Council's strategic direction, supported by evidence where relevant.	30%
Community need, issue or opportunity	The proposal clearly identifies a community need, issue, gap, or opportunity that the project will address. Strong applications demonstrate an understanding of who will benefit and why the project is important, supported by relevant evidence such as community consultation, participation trends, demographic information, research, service demand, waiting lists, or other local data.	15%
Project activities and outcomes	The proposed activities are clearly defined and directly aligned with the identified need and intended outcomes. Strong applications demonstrate how the project will achieve tangible benefits for participants and the broader community, with outcomes that are realistic, achievable, and measurable.	15%
Collaboration and partnerships	The project demonstrates meaningful collaboration with community groups, organisations, businesses, volunteers, or residents. Strong applications may include shared planning, confirmed partnerships, letters of support, co-delivery arrangements, shared resources, or evidence of community involvement in project design and delivery.	10%
Organisational capacity and experience	The applicant demonstrates the governance, skills, experience, resources, and organisational capacity necessary to successfully deliver the project. Strong applications may provide evidence of previous project delivery, financial management capability, realistic timelines, risk management, and compliance with funding requirements.	10%
Value for money	The project budget is realistic, cost-effective, and proportionate to the anticipated outcomes and community benefit. Strong applications demonstrate efficient use of funding, contributions from other sources (cash or in-kind), volunteer involvement, and a clear return on community investment.	20%

HOW TO APPLY


HOW TO APPLY FOR A GRANT
APPLICATION PROCESS
Explore Grant Opportunities & Eligibility
Talk to the Grants Coordinator
SmartyGrants
Submit Application on SmartyGrants
OUTCOMES
SUCCESSFUL
Grant Agreement Received
Deliver Approved Project
Submit Acquittal & Documents
UNSUCCESSFUL
Receive Notification
Discuss Outcome with Coordinator
Plan Next Steps

NOTIFICATION TO APPLICANTS AND PAYMENT OF FUNDS

Following the adoption of the Shire's Annual Budget, all applicants will be notified by the Grants Coordinator of the outcome of their application.

Successful applicants will be provided a Funding Agreement for signature, which will outline conditions and reporting obligations attached to receiving the funding. Special conditions may be placed upon an applicant's funding at the discretion of Council.

Payment of funds will occur within a month of adoption of the Shire's Annual Budget. Please note, the Athlete and Youth Achievement Travel Subsidies and Community Support Grant (up to $1,000) are the only grant categories where assessment of applications and payments are made throughout the year.

On signing of the Funding Agreement, the successful applicant will be required to provide an invoice to the Shire so the payment of the grant funds may be paid out.

Please note all financial information provided is to be exclusive of GST.

- Successful entities registered for GST will receive the allocated grant amount plus GST.
- Successful entities not registered for GST will receive the allocated grant amount exclusive of GST.

As will be outlined in the Funding Agreement delivery of the agreed project must occur within the timeframe listed.

Should an applicant find their project has changed quite significantly since the initial proposal, they will be required to submit a written request to the Grants Coordinator for the necessary changes to be made prior to project commencement. The written request will require approval by the panel who assessed the initial application.

Changes that make the project substantially different from the proposal recommended by the assessment panel and approved by Council may result in the offer of a grant being rescinded and the grant funds will need to be returned to the Shire.

As part of the Funding Agreement the applicant must provide a final Acquittal report in SmartyGrants within 30 days of project completion.



FREQUENTLY ASKED QUESTIONS

1. When will I find out about if my application was successful?
Notification timelines depend on the type of application you've submitted:

- Applications lodged in the May round will receive outcomes in August.
- Applications lodged in the October round will be notified in January.
- Subsidy applications are processed more quickly, with most outcomes provided within approximately three weeks.

2. What happens if I am successful?
Successful applicants will be provided a Funding Agreement for signature. This agreement will outline all funding conditions and reporting obligations. Council may apply special conditions at its discretion.

3. When will I receive the funds?
The timing for payment of funds will be specified within the Funding Agreement. The successful applicant will be required to provide an invoice to the Shire so the payment of the grant funds may be released.

4. Can I make a submission outside the rounds?
No, the Athlete Travel Subsidy and Youth Achievement Travel Subsidy are the only two grant categories where assessment of applications and payments are made throughout the year.

5. Do I include GST in the invoice?
All financial information provided is to be exclusive of GST.

- Entities registered for GST will receive the approved amount plus GST.
- Entities not registered for GST will receive the approved amount without the addition of GST.

6. What if I want to change my agreement?
If an applicant wishes to make significant changes to their approved project, they must submit a written request to the Grants Coordinator outlining the proposed variations. The request will be reviewed, and if approved, a formal variation to the Funding Agreement will be issued. If the proposed change is not approved, the applicant must either proceed with the project as per the original application or return the allocated funds to the Shire.

7. When is my acquittal due?
A final Acquittal Report must be submitted through SmartyGrants within 30 days of project completion.

8. I have lost a receipt that is needed for my acquittal, what can I do?
Please contact the vendor to see if you can get a replacement receipt or please provide a bank statement to demonstrate proof of expenditure.

9. Can I assume my project will be funded if it has been funded in previous years?
No. The Shire is committed to a fair and equitable assessment process each year. Previous funding does not guarantee future funding unless a formal partnership agreement is in place.

10. How many times can I apply?
Applicants may submit multiple applications for different projects; however only one project will receive funding per grant round.

11. What does in-kind mean?
In-kind contributions are non-cash items or services that have value, such as volunteer time or donated equipment. The value can be estimated if you had to pay for these items. (e.g. 3 hours setting up @ $25 per hour = $75 or hire sound equipment for $400).

12. Our project has changed quite significantly since the proposal I submitted to the Shire of Harvey. Will we still receive our grant?
Please submit a written request to the Grants Coordinator for changes to be made prior to project commencement, as this will require approval by the panel who assessed the initial application.

Changes that make your project substantially different from the proposal recommended by the assessment panel and approved by Council may mean the offer of a grant is rescinded and your grant funds will be required to be returned.

13. Who can I contact for help with my application?
You can contact the Shire's Grants Coordinator for assistance with eligibility, application requirements, and using SmartyGrants.

14. What happens if our project costs less than expected?
Any unspent funds must be returned to the Shire unless written approval for a variation has been granted.

SHIRE OF HARVEY | Community Grants

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