



Community University Partnership Grants 2024 Guidelines and Frequently Asked Questions

OVERVIEW

The Charles Sturt University (Charles Sturt) Community University Partnerships (CUP) Grants are small grants (up to \$1,000) that the University awards to support regional programs with a focus on the following areas:

- **Arts and Culture**
Includes the support of artists in residence, art shows, musical education, talks and lectures, and any related activities that encourage engagement in artistic endeavours.
- **Health and Wellbeing**
Includes the projects which enhance and promote healthy lifestyles, support mental health and general wellbeing.
- **Sports Development**
Includes projects that support registered community and sporting organisations to assist sports teams to attend regional, national or other one-off events; assist community sporting groups to host regional, national or other one-off events in Charles Sturt University campus regions; assist with costs associated with volunteer training or to provide equipment.
- **Education Development**
Includes projects which assist schools and not-for-profit early childhood centres in Charles Sturt University's rural and regional campus footprint to acquire equipment or consumables that facilitate student learning and engagement with their schooling in rural and regional areas.
- **Environmental Sustainability**
Includes projects which support initiatives that align with the [UN Sustainable Development Goals](#) and Charles Sturt University's adopted definition of sustainability (see below) to improve the environmental and social sustainability of Charles Sturt's regional communities.

Charles Sturt defines sustainability as being:

Sustainability is a process that integrates environmental, social and economic considerations into decision making with the goal of creating a thriving and healthy society. Its focus is on improving the quality of life for all citizens without increasing the use of natural resources beyond the capacity of the environment to supply them indefinitely. Sustainability is based on a simple principle: Everything that we need for our survival and well-being depends, either directly or indirectly, on our natural environment.

Applications should where possible demonstrate how the activity will support engagement with learning and further education.



ELIGIBILITY

Who can apply?

Registered community and sporting organisations as well as educational institutions (e.g. Schools) non-government organisations and service providers may apply for a grants under these categories. Individuals should apply through their relevant community or sporting organisation or educational institution. Eligible bodies must be incorporated as a not-for-profit corporation or association. Where a body is not incorporated, funding may be requested, with a letter of support from an auspicing body. The Grant Review Panel may at their absolute discretion, approve the award of a grant to a non-conforming body or individual where they are satisfied that the project meets the aims of the program and the grant is appropriate.

Are there any applicants that will not be considered for funding?

In addition to any organisation that does not meet the criteria, the application will not be considered for funding if an organisation has received funding from the University in a previous Community University Partnership (CUP) grant round and:

- has not provided a report on that expenditure by the deadline agreed upon by the University;
- has not expended the funds in accordance with the grant purpose (or any variation agreed in writing by the University); and/or
- has not expended the funds by designated report due date.

The relevant Director of External Engagement may approve consideration and funding of an application from an organisation or body that has not met the requirements of a previous grant round where he or she is satisfied that the failure to meet the requirement was unavoidable, or there is otherwise a reasonable explanation. An explanation regarding any failure to meet the requirements of a previous round should be submitted with the application should the applicant wish the application to be considered further.

What can funds be used for?

Funds may be used for a range of purposes related to the goals of the project as outlined including some of the examples below:

Arts and Culture:

- Includes artists in residence, art shows, musical education
- Talks and lectures.
- Related activities that encourage engagement in artistic endeavours.



Health and Wellbeing:

- Promoting the physical fitness, nutrition, mental and social wellbeing of the community.
- Enabling those living in rural and regional areas to participate in activities which enhance their quality of life.
- Providing access to resources and information to improve community awareness of health-related issues.
- Providing access or opportunity for the community to make healthier choices or participate in activities with a prevention focus that deliver real health and wellbeing outcomes.

Sports Development:

- Assisting a sports team to attend a regional, national or other one-off event.
- Assisting a community sporting group to host a regional, national or other one-off event in Charles Sturt University's campus regions.
- The purchase of sporting equipment to assist people who have difficulty meeting the cost of participation in sports programs.
- Costs associated with volunteer training.

Education Development:

Including the purchase of equipment such as:

- sporting equipment,
- musical instruments, arts and craft materials,
- scientific or technical instruments,
- communication and technology equipment (including software where this is integrated with the item),
- furniture, white-goods etc.

Environmental Sustainability

Items eligible for funding Include:

- equipment and material purchases,
- educational workshops,
- event delivery expenses (eg venue hire, catering).

Activities that will not be funded include:

- consultancy fees,
- car hire or fuel costs,
- subscriptions or software licenses.



FREQUENTLY ASKED QUESTIONS

Can Charles Sturt staff apply?

Yes. Charles Sturt University staff are allowed to apply for projects unrelated to the University (e.g. Local Community group). Staff can not apply for a grant to assist with Charles Sturt related projects.

Can the funds be combined with other funding?

Yes. You can apply for a grant to meet part of the cost of your project. Where your application is for part-funding of a larger project that involves other expenditures, you will need to tell us the source of other funds (including if the other funds will be provided by your organisation) and whether this funding has been confirmed.

However, priority for funding will be given to projects that have not already secured large grants/funding and for projects for which the CUP grant will make a significant difference. The University may, in its absolute discretion, decide not to award a grant if other funding has not been confirmed, defer an application to a future year (subject to future funding), or make a grant conditional on other funding being confirmed.

Can a Sports Development grant be provided for training or development costs?

Yes. Costs associated with volunteer training that demonstrates clear economic benefit and value to the club or wider community.

Is there anything I can't ask for funding to do?

You may not ask for funding, or use funding, for the following:

- capital expenditure,
- debt reduction,
- ongoing operating expenses,
- consultancy fees,
- car hire & fuel costs,
- subscriptions or software licenses,
- indirect expenses that cannot be directly tied to the approved grant project; and
- lobbying

Can the project continue beyond the period of the grant?

Yes. However, projects that are intended to be ongoing beyond the period of the grant must demonstrate how the project will be sustained after the grant period (that is, how future expenses will be met). If the application does not demonstrate how the project will be sustained, funding may not be approved. Projects cannot rely on, or expect to receive future funding support from the CUP program



Will my application be considered differently if I have received funding from the University before?

No, the University assesses all applications based on their merits in one application round. However, the University may take into consideration if an organisation has been awarded money in the past for a similar project.

Can a school that incorporates a primary, secondary and/or early childhood section (e.g. a central school) apply more than once with respect to each section?

Yes. In many rural towns a central school may incorporate a primary and secondary section of the school. Some schools may also operate early childhood centres as well.

The University allows primary, secondary and early childhood learning facilities to apply for funding separately in those towns where these functions are operated through different schools.

However, where an application is made for a section of a school (primary, secondary or early childhood) the application should generally relate to the purposes of that area. It is permissible for projects from each section of a central school to be related (e.g. each application relating to the purchase of equipment that may operate together), however, each application will be considered competitively and independently of each other, so each project for each section must be able to be completed separately.

Where a central school makes an application for a section, it cannot also make an application for the school as a whole in that round. It is suggested that central schools consider making separate applications with respect to each section.

Does the category of my project (e.g. Arts & Culture) affect the potential of my group getting the grant?

Funding is not divided by category, and all grants will be assessed and compared to other grants from that region (e.g. Albury-Wodonga). Categories assist our team in understanding the overall vision of the project, but do not impact weight in the overall scoring of the application.

Can I apply for funding for a project located in, or for the benefit of a metropolitan area?

No, the CUP program aims to support rural and regional projects across the University's footprint (excluding the University's Sydney & Canberra Metro campuses). However, there may be exceptional circumstances, for example students travelling to a metropolitan area to gain knowledge or an experience that would not be accessible to them normally.

If I am successful in receiving a grant, can I ask the University to change what I can spend the money on?

The University may grant approval in writing, at its absolute discretion, to vary the purpose of the grant if it is consistent with the original terms of the grant.

How will the University decide applications?

All applications will be assessed on their merits based on the:

- benefits to the community (including impact of the project)
- project plan and budget
- project need

The University may also take into account the capacity or appropriateness of the organisation to obtain funding from other sources for the project.

Will I need to provide details on how I will acknowledge Charles Sturt University?

The grant application must provide promotion activities showing how the CUP program will be acknowledged during and after the completion of the project. A report on the project must be provided to the University by the required date as outlined in the notification of application success, accompanied by photos and including written permission for the University to use the photos in its promotion of the CUP program (remember to get permission from anyone in the photo as well).

The University may publicise or promote its contribution to the project in the media, Annual Report and other mediums, including through use of the project report. Approval to use the University's logo on any material must be obtained in advance by completing the [Logo Request form](#).

Are there any conditions on applications?

Yes. The aim of the program is to provide funding to community organisations to facilitate beneficial outcomes for our rural and regional communities. The University aims to make the process of applying and administering the program easy, so that we do not end up spending unnecessary resources on administration that take funding away from community initiatives. The University therefore makes it a condition of application that the applicant agrees to the following terms and conditions:

- only applications submitted as per the University's application process will be considered;
- only fully completed applications where all questions are answered will be considered
- the applicant acknowledges and agrees that the University has the right to award funding in its absolute discretion;
- the applicant acknowledges that the University reserves the right not to allocate funding, or to reallocate funding between programs, at its absolute discretion;
- the applicant acknowledges that the University will not be required or expected to provide reasons for its decisions;
- if a grant is awarded, the funds will be expended on the project outlined in the application unless approval has been granted by the University for a variation;
- the CUP program will be acknowledged during and after the completion of the project as detailed in the project application;
- the applicant will submit an acquittal report to the University by the required date.

Who can assist me with my application?

Community Relations Officers are located across the Charles Sturt University footprint and can be contacted at community@csu.edu.au with any questions.