



Seed Grant Guidelines

Funding available: Up to \$500 per application

Key Dates

Applications Open: Wednesday 12 August, 2026

Applications Close: Thursday October 22, 2026

Grant Acquittal Due: Thursday 14 October, 2027

About the Seed Grant

The Olivine Seed Grant provides small amounts of funding to help local people, groups and organisations bring community-led ideas to life. The program supports projects that strengthen connection, participation, inclusion and a sense of belonging in Olivine and surrounding communities. Seed funding is intended to help establish a new idea, activity, group or initiative, or test a small-scale project with potential to continue.

Grant Objectives

- Build community connection and a sense of belonging.
- Encourage residents to participate in community life and volunteering.
- Support inclusive, accessible and community-driven activities.
- Help new groups, clubs, programs or ideas get started.
- Respond to local interests, needs and priorities.
- Create a positive and measurable benefit for the local community.

Funding Available

Applicants may request up to \$500. Applications may be fully or partially funded, subject to assessment and available funds. The application must include a clear, realistic budget showing how the requested amount will be used. Any project costs above the approved grant amount are the applicant's responsibility.

Who Can Apply?

- Not-for-profit community groups or incorporated organisations.
- Schools.
- Community leaders.
- Individual community members supported or auspiced by an incorporated community organisation.

- Body Corporates or Owners Corporations that provide a copy of their constitution or rules.

Applicants and proposed projects must be connected to Olivine or the surrounding communities of Donnybrook, Wollert, Woodstock or Craigieburn. Auspiced applications are permitted. Each project may only be submitted once, and applicants must not have an overdue grant report or acquittal.

What Can Be Funded?

Funding may support small projects that improve community access, participation and connection, including:

- Community events, meet-ups, workshops and activities.
- Arts, culture, heritage and creative projects.
- Health, wellbeing, sport and recreation activities.
- Environmental sustainability initiatives.
- Education, skills development, early years, youth or seniors programs.
- Activities that strengthen inclusion, safety, social cohesion or community welfare.
- Reasonable project materials, equipment or venue hire.
- Artist, facilitator or entertainment fees.
- Promotion, printing and small catering costs directly related to the activity.
- Costs associated with establishing a new community group, including incorporation fees.

What Will Not Be Funded?

- Costs incurred before the grant is approved.
- Personal projects or activities that primarily provide a private benefit.
- Ongoing operating costs, salaries, wages or personal expenses.
- Travel within Australia or overseas.
- Capital works or major infrastructure.
- Political activities, campaigning or lobbying.
- Religious worship, instruction or activities that directly promote a particular faith or spiritual philosophy. Faith-based organisations may apply for non-religious welfare or community service activities.
- Gambling-related activities.
- Illegal, unsafe, discriminatory or otherwise inappropriate activities.
- Projects delivered for commercial profit.
- Activities that duplicate an existing service without demonstrating additional community benefit.

Assessment Criteria

Eligible applications will be assessed on:

- **Community benefit:** the idea addresses a local need or creates a clear benefit.
- **Connection and participation:** the project brings people together and provides opportunities to participate.
- **Inclusion and accessibility:** the activity welcomes diverse community members and reduces barriers to involvement.
- **Community involvement:** residents or local groups help shape, promote or deliver the project.
- **Feasibility:** the plan, timeframe and budget are realistic.
- **Impact:** the applicant can explain how success will be measured.
- **Seed funding value:** the grant will help launch or test an idea with potential for future benefit.

Priority may be given to small or emerging groups with limited access to other funding, collaborative projects and projects that engage a broad range of local community members.

What to Include in Your Application

- A description of the project, who it is for and where it will take place.
- The local need or opportunity the project addresses.
- Expected community benefits and how residents will be involved.
- A simple project plan and proposed delivery timeframe.
- A detailed budget for the amount requested.
- How the activity will be promoted and how success will be measured.
- Relevant supporting information, such as quotes, online price estimates, permissions, insurance or a letter of support, where requested.
- ABN or auspice details, where applicable.

How to Apply

Complete and submit the Olivine Seed Grant online application form by the advertised closing date. Late or incomplete applications may not be considered. Submission of an application does not guarantee funding.

Application form: <https://forms.cloud.microsoft/r/HUhtjYVRpH>

If Your Application Is Successful

- You must sign a grant agreement before funds are released.
- Funds must only be used for the approved project and budget.
- The project must be completed within 12 months of receiving the grant unless an alternative timeframe is approved in writing.

- You must obtain all permits, approvals, insurance and risk-management documentation required for the activity.
- Any significant change to the scope, timing or budget must be approved before it is made.
- You may be asked to acknowledge support from Mirvac in project communications.
- Any photography or personal information collected must have the appropriate consent, including parent or guardian consent for children and young people where required.

Reporting and Acquittal

Successful applicants must submit a short project report. The report must include:

- A summary of what was delivered and the outcomes achieved.
- The number of people who participated or benefited.
- How the project supported connection, participation or belonging.
- A record of how the grant was spent, with receipts or other evidence of expenditure (if applicable).
- Feedback, lessons learned and any plans for the project to continue.
- Two photographs or other approved supporting material, with relevant consent.

Applicants with an overdue report or unspent funds may be ineligible for future funding. Unspent or incorrectly used funds may need to be returned.

Assessment and Decisions

Applications will be reviewed on merit by the grant assessment committee. The committee may seek further information, offer partial funding or apply conditions to an approval. Decisions are final and subject to available funding. Applicants will be notified of the outcome after assessment.

Privacy

Information provided in an application will be used to assess and administer the grant. Information may be shared with relevant assessment partners or authorities where required by law. Successful applicants may be publicly acknowledged with their consent.