

Community Capital Works Grant FAQ's

1. What is Community Capital Works Requests Funding?

This annual funding as part of the Bayswater Grant Program that is available for projects that improve City owned facilities and infrastructure.

Applications open once annually, generally between August-November to align with the City's budget planning process.

***Exact opening and closing dates vary each year**

2. Who can apply for Community Capital Works Request funding?

The City of Bayswater invites community and sporting not for profit organisations located with the City of Bayswater district.

3. What type of projects will the grant support?

The City is seeking applications from applicants who can deliver infrastructure projects within the following financial year of the funding round opening.

i.e. funding round opening August 2025 – closing November 2025, successful projects to be completed in the 2026/27 financial year.

Previously approved projects included:

- Sporting infrastructure
- Accessible pathways and landscaping
- Shade structures
- Flooring replacement
- Kitchen and function refurbishments
- Building security upgrades

4. How much Community Capital Works Request funding is available?

An approximate budget of \$80,000 is allocated each financial year.

Applicants can apply for up to a maximum of three projects, with preference to projects valued between \$5,000 - \$20,000 and applicants contributing a minimum of 25% of the total project cost.

5. What type of projects will not be considered?

The City will not consider applications for:

- Retrospective funding, where projects have started before funding approval
- Ongoing organisational operating costs
- Consultancy fees
- Clubs and groups with an outstanding debt to Council
- Projects on privately owned buildings/infrastructure

6. If our club successfully received funding in the last round, can we apply this round?

No. Clubs/organisations are unable to successfully receive funding in consecutive years. (i.e. If a club successfully received funding in 2025/26 they are unable to apply in the 2026/27 round). Those clubs/organisations can apply in the 2027/28 round.

7. Can I apply for other City funding?

If a club/group has received funding this financial year via any other City of Bayswater Funding program (Better Bayswater Grant, Donations or the Community Events Grant), they are ineligible to apply for any other City funding until the next financial year.

8. Are quotations required?

Applicants require to supply **two** written quotations from qualified and reputable contractors to support each project.

9. Do I require to contact the City of Bayswater about my project before obtaining quotes?

Yes, all projects require the applicant to discuss their submission onsite with a City Project Officer prior to seeking quotes.

10. Do applicants require any approvals to submit an application?

Organisations that have a lease with the City must obtain written approval from the President or Executive Officer of the Association or Committee named in the lease agreement, prior to applying.

11. Grant application process

All applications will go through the following assessment process:

1. Submit	Submission of application with supporting documentation
2. Assessment	Assessment of applications conducted via a criteria matrix
3. Outcome	All applicants are advised of the outcome of their application via email
4. Funding contribution	Successful applicants receive a letter informing them of the organisations contribution
5. Funding contribution agreement	Club/group complete and return the funding contribution agreement prior to the project commencing
6. Payment	The City invoice the organisation for its contribution
7. Project delivery	Project delivered by the City within specified timeframe, in partnership with the Club/group

12. When will applicants know the outcome of their grant application?

Once applications close, the City assess all applications received. The officer's assessment outcome is presented to Council for consideration during the budget planning process. Each applicant will be notified of their grant application outcome in writing by mid-July.

13. Where do I find the Community Capital Works Request application form and other information?

Visit the City of Bayswater [website](#) or [SmartyGrants](#).

14. Contact the City of Bayswater

Prospective applicants are encouraged contact the **Projects Services Team** on **(08) 9208 2430** before submitting a grant application.