



Youth  
**Grants**

**GUIDELINES**



[marion.sa.gov.au/grants](http://marion.sa.gov.au/grants)

## Introduction

The purpose of the City of Marion Youth Grants is to support not-for-profit groups and service organisations to deliver well-managed and relevant projects and programs whilst strengthening connections for young people in our community.

Applications should support and align projects with [The City of Marion Strategic Plan](#).

Applications are invited from organisations with expertise and local knowledge to provide diverse and inclusive opportunities that are accessible as possible for groups, including various genders, ages, sexuality, cultural backgrounds, religious beliefs and living with disability. The City of Marion recognises particular programs may be implemented to support vulnerable populations and/or specific demographic groups within our community.

## Support with your application

Applicants are strongly encouraged to refer to this document and the Strategic Plan link before considering or commencing an application.

If you require further information please contact Ashley Lambourne, Grants Officer on phone 08 8375 6600 or email [ashley.lambourne@marion.sa.gov.au](mailto:ashley.lambourne@marion.sa.gov.au).

All information relating to City of Marion grants including eligibility, key dates and previously successful recipients can be found on the City of Marion [website](#).

Applications need to be submitted [online](#).

## To be eligible

- Applications are encouraged from incorporated not-for-profit organisations and groups.  
**NOTE:** Groups that are not incorporated need an incorporated body willing to accept the funds on your behalf and accept responsibility for the funding of the project.
- Applications must include completed financial information and necessary quotations.
- The timing of the program must not conflict with target participants school attendance requirement.
- Schools/educational institutions are eligible to apply, provided they can demonstrate:
  - The project is delivered outside of normal school hours, this also applies to external facilitators conducting programs and activities within schools.
  - The project is meeting an identified need that is not limited to the school environment and demonstrates how the project will have benefits to the wider youth population.

## The following will make an application ineligible

- The project forms part of the core business of the Department for Education.
- Alternative funding sources for the project are available from the Department for Education.
- Funding for individual, private, political or commercial enterprise or activities.
- Fundraising or sponsorship.
- Ongoing operational costs, core business, salaries or costs not directly related to project delivery.
- Projects implemented outside of the City of Marion council boundaries (unless the activity clearly demonstrates significant benefits to the participants, being City of Marion's young people).
- If applicants have already applied within other City of Marion grant streams for the same project within the same round.
- The project has commenced or retrospective funding (money spent before a grant is approved).
- Funding for academic research or conference costs, interstate or overseas travel.
- Funding for once off events.

- Projects that duplicate a community need that is already being met.
- The organisation has an outstanding acquittal or debt owing to Council. *Please note this does not apply to organisations that have a loan with Council and are complying with the repayment terms.*

**Ineligible applications will not progress to the assessment stage.**

## Funding

- Applicants may apply for funding up to \$10,000.
- Applicants may apply for more than one grant by submitting a separate application for each project, demonstrating clear distinctions between the projects.
- Applicants must declare any current and/or ongoing in-kind or financial support received from the City of Marion eg subsidised rent, funding agreements.

## Grant Objectives

Applicants should consider the following:

- Establish and undertake projects or activities that align with the relevant areas of The City of Marion Strategic Plan 2024-2034.
- Programs or services that focus on the following will be highly considered:
  - Are delivered by organisations that have existing youth development expertise.
  - Are addressing an identified need for City of Marion's young people.
  - Demonstrate inclusivity and accessibility to the wider community where possible.
  - Demonstrate evidence of youth engagement in the design, planning and delivery of the project, where possible.
  - Organisations that contribute their own in-kind resources to the project and encourage opportunities for volunteering.

## Suggested Focus Areas

- Strengthening Youth Engagement and Participation
- Creating Safe, Inclusive and Welcoming Spaces
- Developing Creativity through Arts and Culture
- Skill Development and Leadership

## How are applications assessed?

- Applications will be assessed and scored against grant guideline criteria.
- Applications will be assessed and scored against youth grant objectives.
- A reduction of 10% is applied to the application total assessment score if the organisation has been funded within the last 3-4 rounds, and a reduction of 20% applied if funded within the last 1-2 rounds.
- Additional assessment information to be included as per endorsed Council processes eg: Youth Grants Assessment Matrix 2026, grants committee.

Please note that meeting the eligibility criteria alone does not guarantee funding. The Youth Grants Program is highly competitive with a budget limit. The decision to award a grant is made by Council and the decision of Council is considered final. This decision may take into account other matters that Council deem reasonable and relevant to the decision-making process.

## Financial reporting and acquittal

Applicants will be required to complete an acquittal form online. We advise applicants to acquit their project within one month of project completion, acquittals must be received by City of Marion within 13 months of distribution of grant funding.. Evidence of expenditure is required – **all receipts must be attached to the acquittal.**



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The acquittal form verifies that the grant funding has been spent in accordance with the project budget provided in the application form. Final acquittal of the grant requires a statement of income and expenditure for the project as well as evaluation documentation. The feedback provides valuable insight to Council on how your project and community have benefited from the Youth Grants Program (please provide photos of your project/activity).

**Successful applicants are required to comply with terms and conditions included in the application form.**