

Youth Climate Action Fund Guidelines

OVERVIEW

Climate change is impacting our lives now. It is a clear and present danger that is a threat to our city, people, nature and economy, particularly young people.

Youth-led climate action is vital to tackling this crisis and can unlock greater benefits across our city such as reducing costs of living, improving health and restoring nature.

The City of Hobart is committed to working with youth to put in place practical solutions to tackle the climate and biodiversity emergency for current and future generations. It is why we partnered with Bloomberg Philanthropies to launch the new Youth Climate Action Fund to empower young people deliver urgent climate change projects in our city.

These guidelines outline the application process, eligibility, and assessment criteria for the Youth Climate Action Fund.

WHAT CAN YOU APPLY FOR?

The Youth Climate Action Fund provides grants to support youth-led activities that put in place urgent climate solutions that will help create a climate ready Hobart in the following priority areas:

- Zero emissions transport and communities
- Building climate resilience
- Mobilising community action

For more information and ideas about project, go to page 2.

AVAILABLE FUNDING

This grant program provides cash support between \$1500 and \$7500 per application.

WHO CAN APPLY?

This grant supports activities led by young people aged between 15 and 24 years old. The activities must be coordinated or auspiced by an incorporated entity.

For more information about eligible applicants and activity go to page 3.

APPLICATION PROCESS



PRIORITY AREAS AND FUNDING IDEAS

To tackle the climate crisis, Council and community need to be able to respond together. To figure out how we can do this we are developing a new Climate Ready Hobart Strategy.

Youth have been deeply involved in the one-year design process. The following priorities for youth-led ideas are shaped by what we heard.

We welcome ideas, big and small, that will help us create a climate ready Hobart:

Zero emissions transport and communities

85% of Hobart's emissions are from burning fossil fuels, mainly from driving cars. Switching to walking or cycling can help reduce climate pollution, save money, and promote physical activity.

Funding youth-led projects:

- ✓ encouraging people to walk or ride, use e-scooters or e-bikes, take public transport or to use electric vehicles.
For example, bike club days to encourage students to walk, run or ride' or 'greenway' maps that could show safe routes for active travel.
- ✓ encouraging people to electrify homes and buildings.
- ✓ improving thermal and energy efficiency
- ✓ waste reduction programs such as encouraging composting and use of FOGO.

Learn more about where Hobart's emissions come from [here](#).

Building climate resilience

Hobart is experiencing more extreme events like bushfire, floods, heatwaves as well as gradual impacts such as sea level rise and coastal erosion.

Funding youth-led projects:

- ✓ helping communities plan and prepare for extreme weather and climate-related events.
- ✓ building increased knowledge, connection, security, and wellbeing in face of a changing climate.
- ✓ restoring nature such as tree planting, community gardening or composting.

Mobilising community action

Climate anxiety is real, particularly for young people across the city. This can create increased stress and uncertainty about the future in already tough times. Youth participation and leadership is an important way to tackle climate anxiety and create a climate ready Hobart.

Funding youth-led projects:

- ✓ helping to mobilise others through creative ways to connect, engage and create awareness.
- ✓ mobilising wider community action through youth-led climate awareness campaigns, education programs, workshops and hackathons, events and activations, public art projects, action plans, groups and networks, and any efforts to support young people to shape climate policy, planning and decision-making.

Project support

To help the selected project have every chance of success in delivering urgent and innovative climate projects, the City of Hobart will support recipients with access to networks, project coaching, expert advice and other critical support.



ELIGIBILITY

Eligible applicants

Applicants must be one of the following:

- ✓ Youth-led organisation composed of at least three individuals aged 15 to 24 in leadership positions who actively participate in decision making and oversight within the organisation.
- ✓ Youth-serving organisations, while generally led by adults, provide core programs and resources intentionally designed to meet the needs of young people. This includes registered school or registered training organisations.
- ✓ Groups of people aged between 15 and 24 years old auspiced by an incorporated organisation.

and

- ✓ have not received other funding from the City for the same activity this financial year.
- ✓ have fulfilled the conditions of a previous City of Hobart grant by the due date and have no overdue debts to the City.
- ✓ have adequate public liability insurance.

Ineligible applicants

Applicants cannot be:

- ✗ Individuals
- ✗ Current or former elected members of any local, state, or federal government
- ✗ Current employees or staff contractors to the City of Hobart
- ✗ Federal, state and local government agencies and bodies.
- ✗ Paid representatives of political parties or staff.

Eligible activities

Applications for the must demonstrate that the activity:

- ✓ starts from 1 August 2024
- ✓ has an outcome by 31 December 2024
- ✓ will help create a climate ready Hobart by focusing on one or more of the fund priorities to reduce emissions, build climate resilience and/or mobilise community action.
- ✓ benefits to the wider Hobart community.
- ✓ is youth-led.
- ✓ has outcomes that are delivered in the City of Hobart local government area.

Ineligible activities

Applications are ineligible if the request for support:

- ✗ activity deemed as lobbying activity
- ✗ project benefits an individual, home or business (for example, purchasing an e-bike for personal use).
- ✗ is part of a larger festival or event, which has received a grant or sponsorship from the City of Hobart.
- ✗ is commercial, has the potential to make significant profit or be self-sustaining.
- ✗ is part of ongoing administration or operational costs of the applicant.
- ✗ is made by a registered school or registered training organisation and seeks supports for costs associated with the employment of teaching or support staff and/or the delivery of curriculum.

Auspicing information

If an applicant is a group of young people aged between 15 and 24 years old, their application must be auspiced by an incorporated organisation.

Applicants must provide confirmation and details from their auspicing organization, including a sample letter from the City of Hobart's [website](#). For more information about auspicing visit Auspicing Agreement or contact the grants



HOW TO APPLY?

Submit an application

We use the SmartyGrants system to administer the grants program, and all applications can be started at hobartcity.com.au/Grants.

If you are having difficulty submitting your application, please contact the grants team by calling 03 6238 2711 or email grants@hobartcity.com.au.

APPLICATION SUPPORT

We're here to help you put your best foot forward

Come to the information session

6-7.30pm, Tuesday 6 June 2024

Elizabeth Street Conference Room
Hobart Town Hall

[Register online](#)

Join us for an informative and casual session on the Youth Climate Action Fund.

You'll hear from the Lord Mayor and city officers about the City of Hobart's commitment to climate change and get all the details on how you can apply for funding to support your own climate action project.

Plus, you'll have a chance to get personalised advice directly from the city officers.

Make a time to meet with us

We are here to help you prepare your application. Make an appointment to meet with the team to discuss your idea and help you complete your application.

Meetings can be booked online. Each meeting is for 45 minutes via Microsoft Teams. (You don't need a Teams account to attend the meeting).

[Click here](#) to make a time.

ASSESSMENT

Assessments are undertaken by a panel of City of Hobart officers and external representatives with relative experience in the subject matter. Panel recommendations are reported to the Chief Executive Officer for approval.

ASSESSMENT CRITERIA

Each eligible application will be assessed on its individual merit against the following criteria to determine its capacity to:

1. create a climate ready Hobart by addressing an identified climate challenges within the Hobart local government area:
 - Zero emissions transport and communities: activities that help to reduce emissions in transport, communities, energy and waste.
 - Build climate resilience: bushfire, flood, urban heat, coastal erosion and sea level rise.
 - Mobilise community action or co-governed youth climate action plans (education, awareness, events etc.). be innovative by incorporating new thinking in how the project is created or delivered.
2. demonstrate youth leadership and involvement.
3. demonstrate that the project creates benefits to the community and is value for money.



FUNDING USE

Your application must clearly outline how the grant funds will be used in alignment with the grant's purpose. Some common expenses for community-focused activities can be covered by the grant, but not all may be fully aligned with the program's goals.

Essential project costs often covered by grants.

- ✓ Use of City facilities, such as venues, parks, equipment, and parking.
- ✓ Materials such as decorations and site design.
- ✓ Marketing and promotion expenses.
- ✓ Equipment hires, including AV and temporary structures.
- ✓ Sustainable materials, such as compostable plates and cutlery.
- ✓ Fees for the key project team (including the applicant) as well as key personnel and performers, such as artists and event professionals.
- ✓ Photography and documentation.
- ✓ Activity-specific public liability insurance.
- ✓ Transportation costs.
- ✓ Evaluation of your activity.
- ✓ Auspicing fees (up to 10% of the grant funds)

Costs that are challenging to fund and need a strongly demonstrated link to outcomes

- ✓ Food and beverage for participants and attendees (especially when there is no charge).
- ✓ Individual pursuits or professional development with a public outcome.
- ✓ The purchase of equipment for the specific activity.
- ✓ Ongoing programs - unless the applicant can demonstrate how the support will substantially increase the impact of the existing program.
- ✓ Activities that are primarily for the delivery of sporting or recreation programs, unless the application can demonstrate strong alignment to the City of Hobart's [Community Inclusion and Equity Framework, City for All](#).
- ✓ Consultants.

Costs the grant cannot be used to fund:

- ✗ activities or programs that are already delivered by the City of Hobart or are our core business.
- ✗ donations or fundraising activities that support the recurrent operations of the applicant.
- ✗ a contribution towards payment of rates
- ✗ activities that have already commenced or are scheduled to prior to the eligible activity timeframe.
- ✗ programs which have already commenced unless the proposed activity substantially increases the impact of the existing program.
- ✗ capital works, construction, or improvements to buildings.
- ✗ the purchase of equipment that is not specific to the delivery of the activity and would otherwise support the operations of the organisation.
- ✗ school camps or travel expenses to attend sporting trips, educational, civic, political events, conferences, seminars, forums or similar trips or excursions.
- ✗ the core delivery of national conferences or seminars to be staged in Hobart.
- ✗ Conduct legislative advocacy or lobbying.



SUCCESSFUL APPLICATIONS

Agreement

A formal agreement will be provided to successful applicants via SmartyGrants.

Inability to comply with the agreement may result in withdrawal of support.

Applicants who do not meet their obligations under a grant agreement may not be eligible to apply for future grants.

Payment and GST

Payment information will be provided with the letter of offer. Grants will be paid in full upon receipt of a tax invoice or the City can generate a recipient created tax invoice (RCTI).

Organisations registered for GST should add GST to the grant amount.

Recognition of assistance

Successful applicants must acknowledge the City of Hobart's assistance for their activity. Please refer to the [Grant Partnership Acknowledgement Guidelines](#) for details.

Activity variations

If there are significant changes to the funded activity, applicants must contact the grants officer to confirm the variation is acceptable.

This includes, but is not limited, to activity start and end dates, venues, fees, and charges.

Acquittal

Upon completion of the activity, successful applicants will be required to acquit their grant, providing evidence of the execution of their activity, expenditure, and outcomes.

The acquittal form is available on SmartyGrants and must be completed online within one month of the activity completion date on 31 January 2025.

Grant recipients that do not satisfactorily acquit their grant may not be eligible for future funding and may be required to return the funds allocated to their activity.

UNSUCCESSFUL APPLICATIONS

Unsuccessful applicants are strongly encouraged to arrange a feedback session with the grants officer to discuss the results.

Feedback sessions can offer insight into the reasons behind an unsuccessful application and are valuable for future applications.

INFORMATION AND ENQUIRIES

Accessibility

If you can't access the online form or documents for this grant, please contact the grants officer to discuss how it can be adapted to suit your needs.

Documents

Copies of all City of Hobart documentation referred to throughout these guidelines can be found via the hyperlinks contained in this document and on the City of Hobart website.

Contact Officer

To discuss your proposal or administration and technical matters, please contact the grants officer on 03 6238 2132 or grants@hobartcity.com.au.

