



Georges River Council

Venue Hire Grants

Guidelines



Easy Read

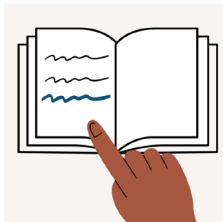
About Easy Read



This is an Easy Read book.



Easy Read uses pictures to explain ideas.



New words are **bold and blue**.



We tell you what new words mean.



Easy Read includes key information.



You can find more information here
www.GeorgesRiver.nsw.gov.au

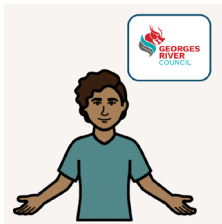
About this book



This book is about our **venue hire grants**.



Our venue hire grants can help to cover the costs of venue hire for your organisation.



This book explains

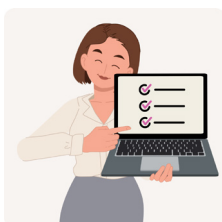
- what we cover



- who can apply



- projects we support



- how to apply.

What we cover



Our venue hire grants can cover

- some of your venue hire costs

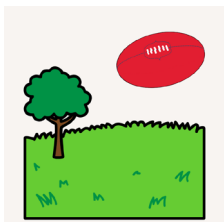


- all of your venue hire costs.



Our venue hire grants let you hire spaces such as

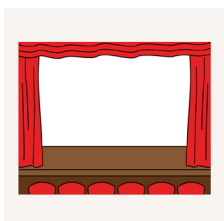
- parks



- sports fields



- library rooms



- theatres.

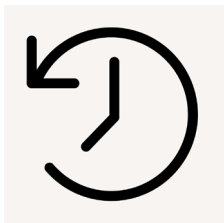


Venue hire grants **cannot** cover

- access to venues at all times



- long term bookings by sports clubs.
For example, sport ovals for a rugby season.



Our grants cannot cover past bookings.
For example, venues used before the grant started.

Who can apply?



We can help if your organisation is

- a not for profit group by law



- an **unincorporated group**.



An unincorporated group means your group

- works together to help the community



- is **not** a legal company.



You **cannot** apply if your organisation is

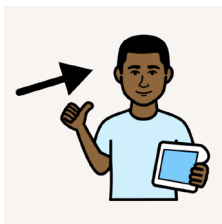
- a school



- a government agency



- a political party

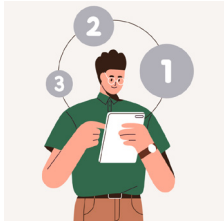


- only 1 person.



Religious groups **cannot** apply unless they show how their project helps the whole community.

Projects we support

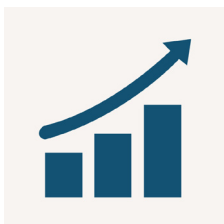


We support projects that

- have a clear plan



- help the Georges River community



- offer **value for money**.



Value for money means your project will help the community in lots of ways.



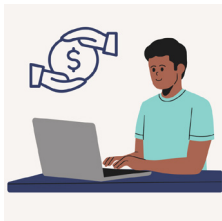
We **cannot** support **fundraising**.



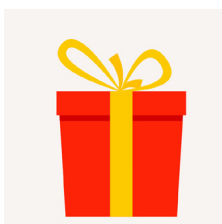
Fundraising means you run an event to get money.
For example, Australia's Biggest Morning Tea.



We **cannot** support **sponsored** projects.



Sponsored means your project is already
funded by another company.

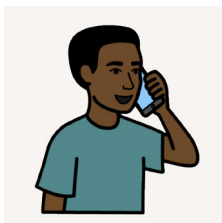


We **cannot** support events seeking
prizes or gifts to give to attendees.

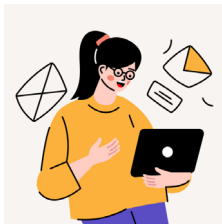
How to apply



Before you apply, you must contact a
Grants and Project Officer.



Call our Grants and Project Officer on
02 9330 9369

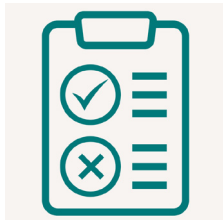


Email our Grants and Project Officer at
grants@GeorgesRiver.nsw.gov.au

Where to start?

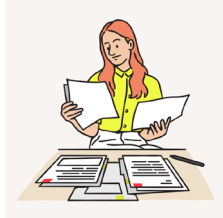


Visit the venue hire grants web page at www.georgesriver.nsw.gov.au/community/sponsorship-and-grants/venue-hire-grants

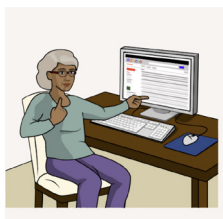


From the venue hire grants web page

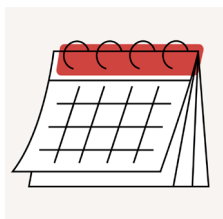
- read the grant guidelines



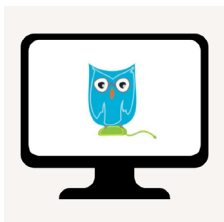
- read **page 22 to 24** of our grants and donations policy 2023.



Make a **tentative** booking. Tentative means your booking is **not** final yet.



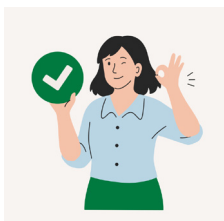
Your first booking date should be in at least **8** weeks time.



Start your grant application on the
SmartyGrants website.

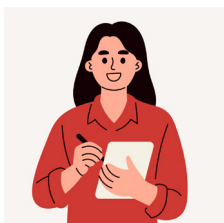


The SmartyGrants website is at
www.georgesriver.smartygrants.com.au



You must show how you plan to

- do all of the work in your project



- measure and report on your work over time



- use the agreed amount of money in the grant.



You must show us how you will be **accessible** and **inclusive**.



Accessible means everyone can join in.
For example, people who use a wheelchair.



Inclusive means everyone is welcome.
For example, LGBTQIA+ people.



We might ask for **acquittal** documents. These
show how you used grant money for past projects.

Child safety



If your project includes children you **must**

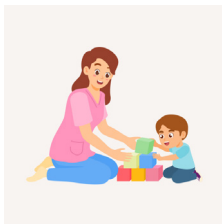
- show how you plan to keep children safe



- show a Child Protection Policy or document that says how you will protect children



- show your **Working With Children Check** or **WWCC**.



A WWCC is a card that lets you work with people under 18 years old.

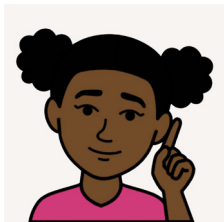
How to check if you got the grant



We will send you an email to tell you if you got the grant or not.



We will give you **feedback**.



Feedback means we say

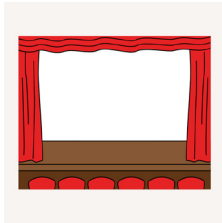
- what you did well



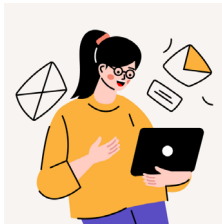
- what you can do better next time.

Where to book venues

Book the Marana Auditorium or the Civic Theatre



Visit www.hec.org.au/venues



Email entertainment@georgesriver.nsw.gov.au



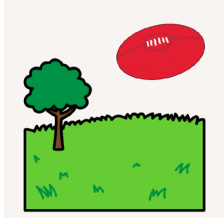
Call 02 9333 6400

Book a library room



Visit www.georgesriver.spydus.com/cgi-bin/spydus.exe/MSGTRNGEN/OPAC/ROOM2025

Book a park



Visit our park and sports field booking page

[www.georgesriver.nsw.gov.au/Services/
Parks-and-Recreation-Spaces/Hire-a-Venue-
or-Park/Hire-a-Park-or-Sports-Field](http://www.georgesriver.nsw.gov.au/Services/Parks-and-Recreation-Spaces/Hire-a-Venue-or-Park/Hire-a-Park-or-Sports-Field)

Book all other venues



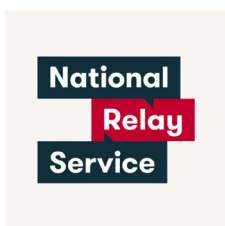
Visit our main booking page

www.georgesriver.bookable.net.au

Help to call



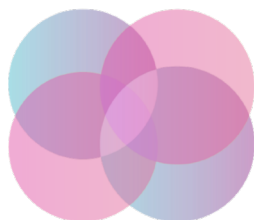
Call 131 450 for the Translating and Interpreting Service if English is not your first language.



Call 1800 555 660 for the National Relay Service if you have communication support needs.



Call 1800 555 677 if you use a teletypewriter or TTY.



Embrace **Access**

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