

Community and Recreation Facility Grants Application Guidelines 2025-2026

Welcome to the Adelaide Hills Council Community Grants Program

Community & Recreation Facility Grants are available to not-for-profit community organisations located within the Adelaide Hills Council area that provide community or recreation services to our community. This grant fund is aligned with Council's Grants Giving Policy.

Grants are available for improvements or upgrades to facilities that will contribute to the development of community initiatives and recreation opportunities within the region; are beneficial to the community; improve sustainability and that support the Adelaide Hills Council Strategic Plan and Sport & Recreation Strategy. Funding is also available for facility planning documents such as master plan or feasibility study projects.

We are here to help.

For information, assistance or to discuss your application, please contact Stacey Dutton, Sport & Recreation Officer

8408 0417 or sdutton@ahc.sa.gov.au

Information Sessions

Potential applicants should consider attending a short information session being held by Council to discuss their application or ask any questions.

Detail on information sessions is available on the Adelaide Hills Council website at: <https://www.ahc.sa.gov.au/community/community-grants>

The information sessions will include advice on completing the online application form and an opportunity to discuss your project with staff. Alternatively, applicants should contact the Council prior to submitting their application to determine its suitability for funding. It is also important that applicants read the application guidelines to ensure that their organisation and the proposed project are eligible to be considered for grant funding.

These guidelines were accurate at the time of publishing, and supersede all terms and conditions contained in any previous guidelines.

About the funding

Minor Facility Development

Up to \$9,999

No matched funding required.

Major Facility Development

\$10,000 - \$40,000

Funding must be matched. The applicant's contribution towards the project can include voluntary labour and/or donated materials.

Facility Planning

Up to \$20,000

No matched funding required.

Funding is only available for projects that commence in December 2025 or later, after grant agreements have been finalised. Organisations are only eligible to submit one application per round.



Timeframes

Grants Information Sessions Choose one - these are optional No bookings are required	Monday 7 July 2025: 6:00PM - 7:30PM (Stirling) Monday 14 July 2025: 1:30PM - 3:00PM (Woodside) Monday 14 July 2025: 6:00PM - 7:30PM (Woodside)
Grant Applications Open	Monday 1 September 2025 at 9:00AM
Grant Applications Close	Tuesday 30 September 2025 at 11:59PM
Grant Recommendation Report goes to Council	Late November 2025
Applicants Notified	December 2025
Agreements finalised and projects can commence	December 2025
Project evaluation and acquittal due	December 2026

How to apply

Online grant applications are completed by accessing the Adelaide Hills Council website at: <https://www.ahc.sa.gov.au/community/community-grants>

If you are unsure if you require development approval for your proposed project, please contact the Duty Planning Officer on (08) 8408 0400.

Who can apply?

Any incorporated, not-for-profit, community, sport and recreation organisations that are physically located within the Adelaide Hills Council area.

Groups that are not incorporated are still eligible, provided applications are made through an appropriate incorporated body that is willing to sponsor the project (accept responsibility for the funding).

To be eligible for funding, organisations must:

- Be not-for-profit, incorporated active recreation and sporting groups that do not hold a Gaming Machine Licence and/or
- Be a community-based incorporated organisation whose role is to manage community facilities, active recreation or sport facilities that do not hold a Gaming Machine Licence

Who can't apply?

- Those outside the Adelaide Hills Council area
- Organisations that hold a Gaming Machine Licence
- For profit, commercial organisations
- Unincorporated organisations
- Schools or other educational institutions
- Applications will not be considered if the applicant has an outstanding debt owing to Council (excluding community loans where terms and conditions are being met) or an outstanding grant acquittal from a previous funding round

What projects can be funded?

Funding is only available for projects:

- That commence in December 2025 or later (grant agreement with Council must be finalised first). Projects that commence prior to this date will be considered ineligible for funding
- That have consent of the landowner (determined during the assessment process)

The following list is examples of projects that may be funded. The list is by no means exhaustive, and applications for other projects that meet the objectives of the program are welcome:

- Upgrade or development of a single use active recreation and sport facility, multi use sports hub or community facility
- Modifications to ensure that an existing facility meets environmental and Occupational Health and Safety and accessibility regulations
- Installation of playing field irrigation systems / drainage systems, fencing requirements, conversion to drought tolerant grass species
- Installation of floodlighting
- Construction / development of trails (walking, horse, bike, water-based), steps, boardwalks, styles, retaining walls & fences
- Water and energy saving initiatives including water harvesting, installation of new or upgrades to improve irrigation efficiencies to existing infrastructure, water re-use opportunities to reduce reliance on mains or bore water, more efficient lighting, sensor lighting and other innovative smart technologies
- Facility planning documents such as master plan or feasibility study projects.

What projects will not be funded?

The following project types are ineligible:

- Projects conducted outside of the Adelaide Hills Council area
- Projects that do not support community, recreation and sport activities
- Projects where the major beneficiary holds a Gaming Machine Licence
- Retrospective projects - funding cannot be used to re-imburse costs or expenses incurred before the grant approval or funding start date
- Projects where the request for funding is more than \$40,000
- Projects above \$9,999, where the request for funding is greater than 50 per cent of the total project cost
- Projects that do not have the consent of the landowner
- Requests for the purchase of recreation, entertainment, sporting, maintenance or any other equipment
- The repair or replacement of facilities damaged by fire, explosion, vandalism, flood, storm or other natural disasters that would normally be covered by insurance
- Regular maintenance and / or repairs to property where the responsibility is with a private entity, local council, State or Commonwealth Government Department
- Upgrades or improvements to property where the responsibility is with a private entity, local council, State or Commonwealth Government Department (i.e. in line with Community and Recreation Facility Framework and associated leases)
- Recurrent operational costs

- Residential buildings including caretaker residences
- Payment of salaries, wages or match fees
- Fundraising or sponsorship
- Commercial or political activities
- Training or education in government or private institutions, or research activities that will be offered for assessment
- Academic research or conference costs
- Interstate or overseas travel
- Individual, private, political or commercial enterprise

What project costs are ineligible?

Grant Funding cannot be used to cover the following project costs:

- Costs associated with ongoing operations, such as but not limited to, electricity, water and other utilities
- Insurances
- Costs associated with preparing and submitting a funding application
- Building work and professional fees incurred prior to a grant agreement being finalised



How are applications assessed?

Priority will be given to projects that align with the following criteria:

Community inclusivity & accessibility	A well governed organisation	Collaboration	Strategic alignment
Demonstrate significant community or recreational benefit to the region (including the number of people who will benefit), & attempt to meet an unmet community need	Are identified in an organisation's business or strategic plan, or identified through a feasibility study, master planning process or similar	Have funding contribution from the applying organisation and / or other funding sources	Contributes to the delivery of the Adelaide Hills Council Strategic Plan, Sport & Recreation Strategy, Water Management Plan or Trails and Cycling Routes Management Policy
Provide broader community access to facilities	Demonstrate sound project management and risk management plans, as well as a clear budget	Are joint or collaborative projects between organisations	Have a positive environmental impact and sustainability outcomes
Improve access and inclusion for people with a disability	Comply with all relevant legal and statutory requirements		Align with current and emerging community, recreation and sporting trends
	Are delivered by an organisation that can demonstrate financial viability		
	Actively address risk management issues or contribute to the organisation's ongoing sustainability		
	Facilitate improvements to meet Legislation and/ or Australian Standards		

Please also note the following:

- Applications will be accepted from organisations that have received grant funding in previous financial years, but please be aware that if the total number of eligible applications received exceeds the amount of funds available, priority will be given to organisations that have not received funding within the previous three years
- Meeting the eligibility criteria alone does not guarantee funding. The 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.

Conditions for successful applicants

The following conditions will apply to successful applicants:

- Funds provided by Adelaide Hills Council are only to be used for the approved project
- Supervise the administration of the grant
- Complete the project evaluation & acquittal report including an expenditure statement (with a photocopy of receipts) within the allocated time frame
- Understand that the organisation is to seek written approval from the Adelaide Hills Council to continue with the project if any changes are required
- Obtain any relevant land owner consent before commencing the project

- Obtain any required planning, development and building approvals before commencing the project
- Provide a certificate of currency for Public Liability (minimum of \$10 million) with the signed Conditions of Funding
- Obtain all necessary insurances, and that the Adelaide Hills Council will not be held liable for any matters arising out of this grant
- Ensure that all works carried out comply with any applicable construction industry or public health and safety standards
- Understand that the organisation is responsible for any further works or repairs at the premises which arise as a result of the project
- Ensure that the installation of sporting infrastructure complies with relevant sporting standards for your sporting code
- Our Adelaide Hills Council logo shall be used on all material relating to the funded project and an appropriate acknowledgement of our funding must be given by the recipient in all promotional material, announcements and reports of the project to the public.

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