



2026 Guidelines

For community organisations within the Southern Gold Coast catchment

For more than 75 years, Currumbin RSL has been at the heart of the Southern Gold Coast - a place where community, connection, and respect for service come together.

Our Vision: “The Heart of our Community”

1. About the Program

Currumbin RSL is proud to invest back into our local community. The Currumbin RSL Community Grants Program provides financial support to eligible not-for-profit organisations and community groups delivering projects and initiatives that create genuine community benefit across the Southern Gold Coast.

These guidelines are designed to be transparent and practical—helping applicants understand eligibility, what we can and can’t fund, how to apply, and what to expect if successful.

1.1 Program Objectives

- Support projects that improve community wellbeing, inclusion and connectedness.
- Help local organisations deliver tangible outcomes for the Southern Gold Coast community.
- Prioritise initiatives that demonstrate clear need, measurable benefit, and value for money.
- Encourage meaningful partnership opportunities between Currumbin RSL and local organisations.

2. Eligibility – Quick Eligibility Check

To be eligible, applicants must meet all the criteria in the below checklist.

Please work through the checklist below before starting your application. If you cannot answer YES to all items in Part A, your organisation may not be eligible for this program.

Part A — Must answer YES to all:

☐	We are a not-for-profit organisation, community group, sporting club, registered charity, or educational institution.
☐	We operate within the Southern Gold Coast catchment (Tugun to Tallebudgera) and our project will benefit people in this area.
☐	We hold a current ABN or ACN.
☐	We have appropriate governance and capacity to deliver the project within the required timeframe.
☐	The project has not already been completed, and costs have not already been incurred.
☐	We are not a sporting group or club that is directly attached to, or affiliated with, a licensed venue.

Part B — Please note the following:

Educational institutions are eligible to apply but funding is capped at \$1,000 per application.

Businesses and for-profit organisations are not eligible.

Political organisations or campaigns are not eligible.

Applications for funding to individuals (e.g. scholarships or individual expenses) are not eligible.

Not sure if you're eligible?

Contact us before you apply — we're happy to have a quick conversation. Email community@currumbinrsl.com.au or call 07 5534 0947.

3. Funding Available

Applicant Type	Grant Amount
Community groups & organisations	\$1,000 – \$10,000 per application
Educational institutions	Up to \$1,000 per application
Exceptional projects (rare)	Above \$10,000 — only where compelling community impact is clearly demonstrated and evidenced
Available per round	Approximately \$50,000

Note: Grants above \$10,000 are expected to be rare and will require a particularly strong case. Total available funding per round is approximately \$50,000, distributed across all successful applications.

3.1 What the Grant Can Support

Funding is intended to support projects, programs and initiatives that deliver a clear benefit to the Southern Gold Coast community. Eligible expenses may include (but are not limited to):

- Equipment or resources that improve community outcomes (e.g., sporting, educational, health or wellbeing equipment).
- Community programs or activities that increase participation, inclusion or connection.
- Initiatives that promote environmental sustainability, waste reduction, energy efficiency or responsible use of community resources.
- Small-scale community infrastructure that is publicly accessible or community-serving.
- Facilitator costs for information sessions, workshops or community education.
- Printing, promotion or communications costs that directly support delivery of the funded initiative.

3.2 Items and Projects Unlikely to Be Funded

The program is designed to fund project outcomes—not core operating costs. Items unlikely to be funded include:

Salaries, wages or ongoing staffing costs.

General administration costs such as stationery, postage or office supplies.

Rent, lease or routine operating expenses.

Consumable items (unless integral to a defined project and clearly justified).

Retrospective funding for projects already completed or costs already incurred.

Ongoing or recurrent expenditure without a clear project scope and end date.

Projects primarily suited to corporate sponsorship or government funding.

General fundraising appeals with no defined project or deliverable.

Overseas travel.

Projects delivered outside the Southern Gold Coast catchment.

Activities that do not align with the intent of the Community Grants Program.

4. Application Rounds and Dates (2026)

Currumbin RSL will run two application rounds each year. Please note that dates may be refined and will be confirmed on the Currumbin RSL website and application form for each round.

ROUND	APPLICATIONS OPEN	APPLICATIONS CLOSE	ASSESSMENT	FUNDING ANNOUNCED
ROUND 1	16 th February 2026	31 st March 2026	April 2026	June 2026
ROUND 2	1 st August 2026	30 th September 2026	October 2026	November 2026

** Any applications submitted after the close date will be ineligible for that funding round.

5. How to Apply

Applications must be submitted using the official Currumbin RSL Community Grants Application Form, available on the Currumbin RSL website

www.currumbinrsl.com.au/community. Applicants can complete the form online, or download a copy to complete and return either in person or by scanning and emailing it to community@currumbinrsl.com.au

Applications should be complete, accurate, and supported with evidence. Incomplete or late applications may not be assessed.

5.1 Required Documentation

At minimum, applicants should be prepared to provide:

- Completed application form.
- A current quote / invoice / receipt (from a reputable supplier) for the item(s) or service(s) being funded.
- ABN details (or a Statement by Supplier if applicable).
- Supporting information that demonstrates need, readiness and capacity (e.g., photos, plans, letters of support, budget breakdown).

Optional:

- In addition to the application form, a written submission (maximum 2 pages) that clearly describes the project and the community benefit.

5.2 Written Submission Guide

Your written submission (maximum 2 pages) should clearly address the following:

	Area	What to cover
☐	Your organisation	A brief overview — your purpose, activities, and who you serve.
☐	The need	What problem or community need does your project address? Include evidence where possible.
☐	The project	What are you seeking funding for? How will the funds be spent?
☐	The benefit and impact	Who will benefit, how many people, and what outcomes do you expect?
☐	Timeline	When will the project be delivered? Include key milestones.

☐	Other funding	Are there any other funding sources or support being received (cash or in-kind)?
☐	Partial funding	Would you accept partial funding if the full amount cannot be approved? If yes, what is the minimum amount required for the project to proceed?
☐	Acknowledgement	How can you acknowledge Currumbin RSL and share the outcome with the community?
☐	Associated events	Are there any associated events that your community group/organisation could hold at Currumbin RSL (Awards nights, information sessions, workshops, community forums, fundraisers, celebration events).

6. A Note for Schools and Educational Institutions

We welcome applications from local schools and educational institutions, including P&Cs, and are proud to support learning and youth development across the Southern Gold Coast.

Please note the following before applying:

- Funding is capped at \$1,000 per application.
- Funding is not available for usual operating or staffing costs.
- Projects must clearly benefit students or the broader school community.
- P&C applications must be endorsed by the school.
- Only one application per school can be funded ie. a P&C and its school cannot both receive funding in the same round/year.
- Individual student scholarships or individual student expenses are not eligible.

7. Assessment Criteria

Only eligible and complete applications will proceed to the weighted assessment stage. Eligibility requirements are outlined in Section 2.

Assessment Criterion	Weighting	Max Score
Community need, alignment & impact – Does the project address a demonstrated community need, align with Currumbin RSL's community benefit objectives, and deliver meaningful outcomes?	30%	30
Project feasibility & readiness — Is the project well-planned and ready to deliver? Does the organisation have capacity to manage funds responsibly?	25%	25
Value for money — Is the budget realistic, evidence-based and proportionate? (quotes provided?)	20%	20
Application quality & evidence – Is the application well supported and does it clearly demonstrate the project?	15%	15
Partnership & acknowledgement potential — Does the project create meaningful connection with Currumbin RSL?	10%	10
TOTAL	100%	100

All applicants will be notified of the outcome. Decisions are final and Currumbin RSL is not obliged to provide detailed reasons for individual decisions.

8. Conditions of Funding

If your application is successful, the following conditions will apply:

- Funding must be used for the approved purpose only. Any proposed changes must be requested in writing and approved before funds are redirected.
- Projects should be completed within 6 months of approval. Larger projects may be approved for up to 12 months at Currumbin RSL's discretion.
- No more than 10% of the grant should be spent on administration costs unless otherwise approved.
- Currumbin RSL may visit funded projects or request progress updates.
- Applicants may be ineligible to apply for further grants for a period (e.g., up to 12 months) following successful funding, depending on program demand and fairness considerations.

9. Acquittal and Reporting

Grant recipients will be required to demonstrate how funds were used and the outcomes achieved.

- Provide evidence of expenditure (e.g., receipts, invoices).
- Provide photos, a short summary of outcomes, and where relevant, participant numbers or impact measures.
- Submit a final acquittal report within six (6) months of project completion (or within the timeframe specified in your approval letter).

10. Acknowledgement and Promotion

Currumbin RSL is proud to celebrate the work of our local community organisations. Successful applicants may be asked to support promotional activity so we can share outcomes with members and the wider community.

- Community group representative to attend grant award night at Currumbin RSL and collect cheques.
- Acknowledge Currumbin RSL's support in relevant communications (social media, website updates, signage, newsletters).
- Provide photos and/or make a representative available for a photo opportunity or short story feature.
- Seek approval before using Currumbin RSL name/logo in promotional materials—Currumbin RSL can provide approved logo files and wording.

- Successful applicants will be published on Currumbin RSL publications, external publications such as press releases, and will be listed on Currumbin RSL's website for public information.

11. Goods and Services Tax (GST)

Grant applications must be submitted requesting an amount exclusive of GST.

Applicants must:

- provide their ABN;
- advise whether they are registered for GST; and
- provide a valid tax invoice where requested by Currumbin RSL.

Following approval, Currumbin RSL will determine the GST treatment of each grant in accordance with Australian taxation legislation and advise the successful applicant of the amount payable.

Where GST is applicable, the approved grant will be increased by the GST amount. Applicants who do not have an ABN must provide a completed Statement by a Supplier. If an ABN or valid Statement by a Supplier is not provided, Currumbin RSL may be required to withhold tax from the payment.

12. Privacy

Information provided in applications will be used to assess eligibility and determine grant outcomes. Currumbin RSL will handle applicant information in accordance with applicable privacy requirements and internal governance processes.

13. Program Review

Currumbin RSL reviews these guidelines periodically and reserves the right to amend or update them to ensure the program remains fair, transparent and effective.

12. Contact

For application support, eligibility questions, or help with your submission, please contact: **Danielle Baldwin - Community Relations Coordinator (In the office Tue to Thu)**

Email: community@currumbinrsl.com.au Phone: 07 5534 7940

Website: www.currumbinrsl.com.au/community

In person: 165 Duringan Street, Currumbin QLD 4223

Postal address: PO BOX 65 Currumbin QLD 4223