



If you need an interpreter,  
call TIS National on 131 450

# SMALL SPARKS FUND GUIDELINES

## WHAT IS THE SMALL SPARKS FUND?

The Housing Choices WA's Small Sparks Fund provides financial support for tenants to run activities with tenants in their community.

By supporting tenants to lead activities in their local area we hope to build strong community connections and inclusive neighbourhoods.

## WHAT KINDS OF ACTIVITIES WILL BE FUNDED?

We will fund activities that will foster a sense of connection and give other tenants the opportunity to participate in a social, learning or recreational activity within their local community. The kinds of things we will fund include, but are not limited to:

- morning or afternoon teas
- community BBQ's
- craft or art groups
- workshops
- walking or wellbeing groups
- community gardens



## HOW MUCH FUNDING IS AVAILABLE?

Housing Choices WA has limited funding available for Small Sparks activities each year. Applications can be submitted at any time of year until all funds have been allocated.

Applicants can apply for between \$50 and \$500 to fund their activity each year.

## WHO CAN APPLY?

All Housing Choices WA tenants, residents, household members and carers of Housing Choices WA tenants can apply.

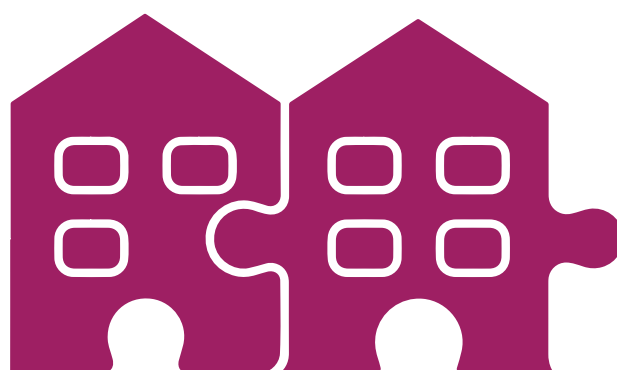
## HOW WILL MY IDEA BE ASSESSED?

We assess applications based on:

<b>Benefit to the community</b>	How the activity will benefit other tenants and members of the community.
<b>Sustainability</b>	The likelihood of the activity being successful and having an ongoing impact on the community.
<b>Capacity</b>	The enthusiasm, experience and capacity to organise and run the event/activity.
<b>Inclusivity</b>	The activity should be welcoming, accessible and inclusive of diverse people.
<b>Need</b>	Whether the activity or project is already available in the community.

## WHAT OTHER SUPPORT CAN I RECEIVE?

Our Tenant Engagement team can provide support by discussing your ideas, advising on logistics, advertising your event and contacting Housing Choices WA tenants.





## HOW DO I APPLY?

To apply for assistance through the Small Sparks Fund we ask that you:

1. Speak to one of our Tenant Engagement Officers about your idea either over the phone or in person.
2. Once you have talked to us we will ask you to complete a Small Sparks Fund application form.

## WHEN WILL I BE NOTIFIED OF THE OUTCOME OF THE APPLICATION?

You will be informed of the outcome of your application within 6 weeks of Housing Choices WA receiving the application.

## HOW WILL THE FUNDS GET DISTRIBUTED?

How we award the funds will depend on each activity and the costs involved.

In most instances Housing Choices WA will pay suppliers directly or provide vouchers for specific use.

## STAYING IN TOUCH

Housing Choices WA would like to stay in touch with successful applicants to provide support, see how your activities went, learn from your experiences and measure the positive impact on the community.

## APPEALS

If you believe the outcome of your application is unfair you can appeal the decision.

All appeals should be submitted in writing within one month of being notified of the outcome.

## ANY QUESTIONS?

Please contact Tenant Engagement Officer Alex Kepes on 0437 887 675 for more information.



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