

Grant Program



Scoring Matrix

Applicants are encouraged to use the scoring matrix as a tool to help submit a high-quality application. Applications are scored against the general criteria and the criteria relevant to the category applied to.

Applications are scored in a competitive round against all eligible applications received for the category with the highest scoring applications being considered for funding.

Grant Categories

Select below

[General Criteria](#)

[New Makers](#)

[Neighbourhood Connect](#)

[Community Connect Tier 1](#)

[Community Connect Tier 2](#)

[Signature Events Tier 1](#)

[Signature Events Tier 2](#)

Disclaimer: The City reserves the right to update the Grant Program Scoring Matrix at anytime. Refer to the City's website for the current version.

Version: 1.1 - Updated March 2023



General Criteria



The below criteria apply to all grant categories.

Maximum Score: 95 points

Applicant demonstrates aspects of financial sustainability.

10 Points	Applicant has detailed an extensive budget including all financial aspects and multiple quotes for the initiative/event.
2 points	Applicant has detailed a budget with minimal financial aspects and no or minimal quotes for the initiative/event.

That engages an experienced committee or event management service to deliver the initiative/event.

10 points	Details experience of delivering the initiative/events of a similar capacity, giving multiple and relevant examples. Applicant details how they recruit and retain volunteers.
5 points	Details experience of delivering the initiative/events of a similar capacity, giving multiple and relevant examples.
2 points	Details minimal examples and experience of delivering the initiative.
0 points	Details no examples and experience of delivering the initiative.

The initiative or event is financially accessible to the community.

30 points	Initiative or event is 100% free to attend.
20 points	Initiative or event has 75% - 99% free elements to attend and the rest are paid/ticketed.
10 points	Initiative or event has 55%-74% free elements to attend and the rest are paid/ticketed.
5 points	Initiative or event has up to 54% free elements to attend and the rest are paid/ticketed.
1 point	Initiative or event is paid/ticketed to attend.
<p><i>* Attendee is a person who attends the initiative or event as a audience member, spectator.</i></p> <p><i>Participant is a person who competes, performs, provides a service (paid or unpaid) or registers to participate in the initiative or event.</i></p>	

That is open, inclusive and accessible to all members of the Community.

10 points	Details how the initiative/event is open, inclusive and accessible to all members of the community.
0 points	Does not detail how the initiative/event is open, inclusive and accessible to all members of the community.
<i>* Focusing on Disability, Access and Inclusion within the Community.</i>	

That uses local suppliers.

20 points	Details how 8 or more local suppliers will be used.
10 points	Details how 5-7 local suppliers will be used.
5 points	Details how 1-5 local suppliers will be used.
0 points	Does not detail how local suppliers will be used.

Previous acquittal being completed and submitted on time.

10 points	Applicant has acquitted previous applications with the City on time.
0 points	Applicant has not acquitted previous applications with the City on time.

Applicant discusses proposed initiative/event with the grants team.

5 points	Applicant has discussed the proposed application with the grants team and applied to the correct category.
0 points	Applicant has not discussed the proposal with the grants team.

New Makers

The purpose of this category is to support new applicants and their initiatives that engage the community to participate in a wide range of opportunities that contribute to Bunbury's events calendar.

This category welcomes new applicants that have never applied to the grant program with new initiatives or events that help create a highly engaged community to participate in opportunities or promote Bunbury as a thriving destination to visit and spend time in the region.

Maximum Score: 60 points

Including the general criteria, the below apply to New Makers initiative or event:



That actively engages the community to participate in a wide range of opportunities[^].

- | | |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| 10 points | Details how the community will be engaged to come together, participate and be involved - giving multiple, relevant and detailed examples. |
| 2 points | Details how the community will be engaged to come together, participate and be involved - giving one relevant and detailed example. |
| 0 points | Does not detail how the community will be engaged to come together, participate and be involved. |

[^] Wide range of opportunities incorporates but is not limited to arts, culture, sporting, recreation, leisure activities, health and wellness.

That contributes to a healthy, active and connected community.

- | | |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| 10 points | Details how the initiative/event contributes to a healthy, active and connected community giving multiple, relevant and detailed examples. |
| 2 points | Details how the initiative/event contributes to a healthy, active and connected community giving one relevant example. |
| 0 Points | Does not detail how the initiative contributes to a healthy, active and connected community. |

That activates places and spaces within the City of Bunbury boundary.

- | | |
|------------------|-------------------------------------------------------------------------------------|
| 10 points | Details how multiple places and spaces within the City of Bunbury will be utilised. |
| 2 points | Details how one place or space within the City of Bunbury will be utilised. |

That attracts more than 100 attendees from the community.

- | | |
|------------------|-----------------------------------------------|
| 10 points | Initiative attracts more than 100 attendees. |
| 2 points | Initiative attracts between 50-100 attendees. |
| 1 point | Initiative attracts up to 50 attendees. |

** Attendee is a person who attends the initiative or event as a audience member, spectator.*

Participant is a person who competes, performs, provides a service (paid or unpaid) or registers to participate in the initiative or event.

The initiative or event is a new concept to Bunbury.

- | | |
|------------------|-----------------------------------------------------------|
| 10 points | Initiative or event is a new concept to Bunbury. |
| 2 points | Initiative or event has been delivered before in Bunbury. |

That demonstrates the communities need for the initiative.

- | | |
|------------------|---------------------------------------------------------------------------------------------------------------------|
| 10 points | Details how the initiative benefits and is needed by the community giving multiple, relevant and detailed examples. |
| 2 points | Details how the initiative benefits and is needed by the community giving one relevant example. |
| 0 points | Does not detail how the initiative benefits and is needed by the community. |

Neighbourhood Connect

The purpose of this category is to strengthen and support our residents to develop a sense of safety and connection through community initiatives in their neighbourhood.

This category welcomes initiative or events that activate local neighbourhoods throughout Bunbury and focus on connection and safety. This could be through local BBQ events, community initiatives, outdoor movies, street libraries and more.

Maximum Score: 50 points

Including the general criteria, the below apply to Community Connect Neighbourhood initiatives:



That engages the local neighbourhood residents and community groups to participate and be involved in the initiative/event.

10 points	Details how the neighbourhood residents and community groups will be engaged to come together, participate and volunteer - giving multiple, relevant and detailed examples.
2 points	Details how the neighbourhood residents and community groups will be engaged to come together, participate and volunteer- giving one relevant and detailed example.
0 points	Does not detail how the neighbourhood residents will be engaged to come together, participate and be involved.

That contributes to a healthy, active and connected neighbourhood.

10 points	Details how the initiative contributes to a healthy, active and connected neighbourhood including aspects of neighbourhood safety giving multiple, relevant and detailed examples.
2 points	Details how the initiative contributes to a healthy, active and connected neighbourhood giving one relevant example.
0 Points	Does not detail how the initiative contributes to a healthy, active and connected neighbourhood.

That is held within the City of Bunbury Neighbourhoods and how community spaces will be activated.

10 points	Details multiple Neighbourhoods that will benefit from the initiative and how they will be activated.
2 points	Details one Neighbourhood that will benefit from the initiative and how it will be activated.

That attracts more than 30 residents from the neighbourhood to attend and participate.

10 points	Initiative attracts more than 50 participants from the neighbourhood.
5 points	Initiative attracts 30-50 participants from the neighbourhood.
1 point	Initiative attracts up to 30 participants from the neighbourhood.

That demonstrates the Neighbourhoods need for the initiative/event.

5 points	Details how the initiative benefits and is needed by the Neighbourhood giving multiple, relevant and detailed examples.
2 points	Details how the initiative benefits and is needed by the Neighbourhood giving one relevant example.
0 points	Does not detail how the initiative benefits and is needed by the Neighbourhood.

That is delivered by the community for the community.

5 points	Details how and who will deliver the initiative for the community giving multiple, relevant and detailed examples.
2 points	Details how and who will deliver the initiative for the community giving one relevant and detailed example.
0 points	Does not detail how and who will deliver the initiative for the community.

Community Connect – Tier 1

The purpose of this category is to create a highly engaged community to participate in a wide range of opportunities that make them feel welcomed and connected.

This category welcomes initiative or events that activate, engage, connect and encourage the Bunbury Community to participate in a wide range of opportunities incorporating the arts, film, murals, music, circus, culture, sporting, health, wellness, performing arts and community events.



Maximum Score: 90 points

Including the general criteria, the below apply to Community Connect Tier 1 initiatives:

That includes and celebrates local Noongar culture.

10 points	Details how multiple elements of local Noongar culture will be included in the event extending further than welcome to country or acknowledgement of country.
2 points	Details how local Noongar culture will be included in the event including welcome to country or acknowledgement of country.
0 points	Does not detail how Noongar culture will be included in the event.

That actively engage the community to participate and be involved in initiatives/events that contribute to a healthy, active and connected community.

10 points	Details how the community will come together to participate and contributes to a healthy, active and connected community giving multiple, relevant and detailed examples.
2 points	Details how the community will come together to participate and contributes to a healthy, active and connected community giving one relevant and detailed example.
0 points	Does not detail how the community will come together to participate or contributes to a healthy, active and connected community.

That demonstrates the need for the initiative and how it connects the community and its people.

10 points	Details the need for the initiative and how it connects the community and its people giving multiple, relevant and detailed examples.
2 points	Details the need for the initiative and how it connects the community and its people giving one relevant and detailed example.
0 points	Does not detail the need for the initiative and how it connects the community and its people.

That partners with a minimum of 2 community/sporting organisations that will complement or add on to existing services and resources.

10 points	Details partnerships with more than 2 community/sporting organisations.
2 points	Details partnerships with 2 community/sporting organisations.
0 points	Details partnerships with less than 2 community/sporting organisations.

That activates places and spaces within the City of Bunbury boundaries.

10 points	Details how multiple places and spaces within the City of Bunbury will be utilised.
2 points	Details how one place or space within the City of Bunbury will be utilised.

That attracts up to 150 participants to a community event or up to 50 participants to a community program.

10 points	Initiative attracts more than 150 participants to a community event or more than 50 participants to a community program.
5 points	Initiative attracts 100-150 participants to a community event or 30-50 participants to a community program.
1 point	Initiative attracts up to 100 participants to a community event or up to 30 participants to a community program.

That encourages skill development and builds capacity of the organisation or community.

10 points	Details how skill development and capacity building of the organisation or community will be included in the initiative giving multiple, relevant and detailed examples.
2 points	Details minimal skill development and capacity building of the organisation or community will be included in the initiative giving one relevant and detailed example.
0 points	Does not detail how skill development and capacity building of the organisation or community will be included in the initiative.

That secures additional funding sources.

20 points	Secures 2 or more additional funding source – confirmed.
5 points	Secures 1 additional funding source – confirmed.
1 point	Applied to funding sources – unconfirmed outcome.
0 points	Funding sources not applied for.



Community Connect – Tier 2

The purpose of this category is to create a highly engaged community to participate in a wide range of opportunities that make them feel welcomed and connected.

This category welcomes initiative or events that activate, engage, connect and encourage the Bunbury Community to participate in a wide range of opportunities incorporating the arts, film, murals, music, circus, culture, sporting, health, wellness, performing arts and community events.

Maximum Score: 100 points

Including the general criteria, the below apply to Community Connect Tier 2 initiatives:



That includes and celebrates local Noongar culture.

10 points	Details how multiple elements of local Noongar culture will be included in the event, extending further than welcome to country or acknowledgement of country.
2 points	Details how local Noongar culture will be included in the event including welcome to country or acknowledgement of country.
0 points	Does not detail how Noongar culture will be included in the event.

That actively engage the community to participate and be involved in initiatives/events that contribute to a healthy, active and connected community.

10 points	Details how the community will come together to participate and contribute to a healthy, active and connected community giving multiple, relevant and detailed examples.
2 points	Details how the community will come together to participate and contribute to a healthy, active and connected community giving one relevant and detailed example.
0 points	Does not detail how the community will come together to participate or contribute to a healthy, active and connected community.

That demonstrates the need for the initiative and how it connects the community and its people.

10 points	Details the need for the initiative and how it connects the community and its people giving multiple, relevant and detailed examples.
2 points	Details the need for the initiative and how it connects the community and its people giving one relevant and detailed example.
0 points	Does not detail the need for the initiative and how it connects the community and its people.

That partners with a minimum of 3 community/sporting organisations that will complement or add on to existing services and resources.

10 points	Details partnerships with more than 3 community/sporting organisations.
2 points	Details partnerships with 3 community/sporting organisations.
0 points	Details partnerships with less than 3 community/sporting organisations.

That demonstrates low waste and sustainable environmental practises within the community.

10 points	Details how the initiative is low waste and demonstrates sustainable environmental practises within the community giving multiple, relevant and detailed examples.
2 points	Details how the initiative is low waste and demonstrates sustainable environmental practises within the community giving one relevant and detailed example.
0 points	Does not detail how the initiative is low waste and demonstrates sustainable environmental practises within the community.

That activates places and spaces within the City of Bunbury boundaries.

10 points	Details how multiple places and spaces within the City of Bunbury will be utilised.
2 points	Details how one place or space within the City of Bunbury will be utilised.

That attracts over 150 participants to a community event or over 50 participants to a community program.

10 points	Initiative attracts more than 200 participants to a community event or more than 70 participants to a community program.
2 points	Initiative attracts 150-200 participants to a community event or 50-70 participants to a community program.
1 point	Initiative attracts up to 150 participants to a community event or up to 50 participants to a community program.

That encourages skill development and builds capacity of the organisation or community.

10 points	Details how skill development and capacity building of the organisation or community will be included in the initiative giving multiple, relevant and detailed examples.
2 points	Details minimal skill development and capacity building of the organisation or community will be included in the initiative giving one relevant and detailed example.
0 points	Does not detail how skill development and capacity building of the organisation or community will be included in the initiative.

That secures additional funding source.

20 points	Secures 3 or more additional funding sources – confirmed.
10 points	Secures up to 2 additional funding sources – confirmed.
1 point	Applied to funding sources – unconfirmed outcome.
0 points	Funding sources not applied for.



Signature Events – Tier 1

The purpose of this category is to promote Bunbury as a thriving and premier destination for significant events, driving people to come visit Bunbury and spend time in the region.

This category welcomes events that promote Bunbury as a thriving and premier destination to live, visit and invest.

Events that span multiple days and encourage tourism, economic growth, and visitors to spend time in the region are preferred.

Maximum Score: 140 points

Including the general criteria, the below apply to Signature Events Tier 1 Events:



That includes and celebrates local Noongar culture.

10 points	Details how multiple elements of local Noongar culture will be included in the event extending further than welcome to country or acknowledgement of country.
2 points	Details how local Noongar culture will be included in the event including welcome to country or acknowledgement of country.
0 points	Does not detail how Noongar culture will be included in the event.

That has new progressive or unique or innovative elements.

10 points	Details multiple progressive, unique or innovative elements that are new to the event from previous years.
5 points	Details one progressive, unique or innovative element that is new to the event from previous years.
0 points	Does not detail any new progressive, unique or innovative elements.

That encourages and grows participation in a wide range of opportunities.^

10 points	Details how the event encourages and grows participation giving multiple, relevant and detailed examples.
2 points	Details how the event encourages and grows participation giving one relevant and detailed example.
0 points	Does not detail how the event encourages and grows participation.

[^] Wide range of opportunities incorporates but is not limited to arts, culture, sporting, recreation, leisure activities, health and wellness.

That activates places and spaces within the City of Bunbury boundaries.

15 points	Details how multiple places and spaces within the City of Bunbury will be utilised including City owned buildings or public open spaces.
10 points	Details how multiple places and spaces within the City of Bunbury will be utilised.
1 point	Details how one place or space within the City of Bunbury will be utilised.

That attracts 500 or more attendees with 10% from outside the Greater Bunbury region.

15 points	Event attracts more than 501 attendees and more than 10% from outside the greater Bunbury region.
10 points	Event attracts more than 501 attendees and less than 10% from outside the greater Bunbury region.
5 points	Event attracts 500 attendees and more than 10% from outside the greater Bunbury region.
2 points	Event attracts 500 attendees and less than 10% from outside the greater Bunbury region.
0 points	Initiative attracts less than 499 attendees.

** Attendee is a person who attends the initiative or event as a audience member, spectator.*

Participant is a person who competes, performs, provides a service (paid or unpaid) or registers to participate in the initiative or event.

That promotes the event locally or regionally.

10 points	Details how marketing and media will engage across more than 3 platforms locally and regionally.
2 points	Details how marketing and media will engage across 2 platforms locally.
0 points	Details how marketing and media will engage across a single platform locally.
Extra	
10 points	Includes a detailed media and marketing plan.

That spans multiple days.

10 points	Event is three consecutive days or more in duration.
2 points	Event is two consecutive days in duration.
1 point	Event is held on a single day.

That activates the City day and night.

5 points	Event activates the City day and night.
2 points	Event activates the City at night.
1 point	Event activates the City during the day.

That encourages visitors to spend their time and money in Bunbury.

10 points	Details how visitors are encouraged to spend their time and money in Bunbury giving multiple, relevant and detailed examples.
2 points	Details how visitors are encouraged to spend their time and money in Bunbury giving one relevant and detailed example.
0 points	Does not detail how visitors are encouraged to spend their time and money in Bunbury.

That the event contributes to the Bunbury events scene.

5 points	Event is held in the non-peak event season. (May – August)
2 points	Event is held in the peak event season. (September – April)

That partners with a minimum of 2 community/sporting organisations.

10 points	Details partnerships with 3 or more community /local sporting organisations.
2 points	Details partnerships with 2 community /local sporting organisations.
0 points	Details partnerships with less than 2 community /local sporting organisations.

That secures additional funding source.

20 points	Secures 2 or more additional funding sources – confirmed.
5 points	Secures 1 additional funding sources – confirmed.
1 point	Applied to funding sources – unconfirmed outcome.
0 points	Funding sources not applied for.



Signature Events – Tier 2

The purpose of this category is to promote Bunbury as a thriving and premier destination for significant events, driving people to come visit Bunbury and spend time in the region.

This category welcomes events that promote Bunbury as a thriving and premier destination to live, visit and invest. Events that activate places and spaces throughout the City, day and night and span more than 4 consecutive days along with events that encourage tourism, economic growth, and visitors to spend time and money in the region are preferred.

Maximum Score: 150 points

Including the general criteria, the below apply to Signature Events Tier 2 Events:



That includes and celebrates local Noongar culture.

10 points	Details how multiple elements of local Noongar culture will be included in the event extending further than welcome to country or acknowledgement of country.
2 points	Details how local Noongar culture will be included in the event including welcome to country or acknowledgement of country.
0 points	Does not detail how Noongar culture will be included in the event.

That has new progressive or unique or innovative elements.

10 points	Details multiple progressive, unique or innovative elements that are new to the event from previous years.
5 points	Details one progressive, unique or innovative element that is new to the event from previous years.
0 points	Does not detail any new progressive, unique or innovative elements.

That encourages and grows participation in a wide range of opportunities. ^

10 points	Details how the event encourages and grows participation giving multiple, relevant and detailed examples.
2 points	Details how the event encourages and grows participation giving one relevant and detailed example.
0 points	Does not detail how the event encourages and grows participation.

^ Wide range of opportunities incorporates but is not limited to arts, culture, sporting, recreation, leisure activities, health and wellness.

That demonstrates low waste and sustainable environmental practises.

10 points	Details how the initiative is low waste and demonstrates sustainable environmental practises giving multiple, relevant and detailed examples.
2 points	Details how the initiative is low waste and demonstrates sustainable environmental practises giving one relevant and detailed example.
0 points	Does not detail how the initiative is low waste and demonstrates sustainable environmental practises.

That activates places and spaces within the City of Bunbury boundaries.	
15 points	Details how multiple places and spaces within the City of Bunbury will be utilised including City owned buildings or public open spaces.
10 points	Details how multiple places and spaces within the City of Bunbury will be utilised.
1 points	Details how one place or space within the City of Bunbury will be utilised
That promotes the event regionally or nationally.	
10 points	Details how marketing and media will engage across more than 3 platforms regionally and nationally.
2 points	Details how marketing and media will engage across 2 platforms regionally.
0 points	Details how marketing and media will engage across a single platform regionally.
Extra 10 points	Includes a detailed media and marketing plan.
That attracts 5,000 or more participants with 15% from outside the Greater Bunbury region.	
15 points	Attracts more than 5,000 participants and more than 15% from outside the greater Bunbury region.
10 points	Attracts more than 5,000 participants and less than 15% from outside the greater Bunbury region.
5 points	Attracts up to 5,000 participants and more than 15% from outside the greater Bunbury region.
2 points	Attracts up to 5,000 participants and less than 15% from outside the greater Bunbury region.
0 point	Initiative attracts less to 4,999 participants.
That spans multiple days.	
20 points	Event is four consecutive days or more in duration.
10 points	Event is three consecutive days in duration.
2 points	Event is two consecutive days in duration.
1 point	Event is held on a single day.
That activates the City day and night.	
5 points	Event activates the City day and night.
2 points	Event activates the City at night.
1 point	Event activates the City during the day.
That the event contributes to the local Bunbury events scene.	
5 points	Event is held in the non-peak event season. (May – August)
2 points	Event is held in the peak event season. (September – April)
That encourages visitors to spend their time and money in Bunbury.	
10 points	Details how visitors are encouraged to spend their time and money in Bunbury giving multiple, relevant and detailed examples.
2 points	Details how visitors are encouraged to spend their time and money in Bunbury giving one relevant and detailed example.
0 points	Does not detail how visitors are encouraged to spend their time and money in Bunbury.
That partners with more than 3 community/local sporting organisations.	
10 points	Details partnerships with 4 or more community/local sporting organisations.
2 points	Details partnerships with 3 community/local sporting organisations.
0 points	Details partnerships with 3 or less community/local sporting organisations.
That secures additional funding source.	
20 points	Secures 2 or more additional funding sources – confirmed.
5 points	Secures 1 additional funding sources – confirmed.
1 point	Applied to funding sources – unconfirmed outcome.
0 points	Funding sources not applied for.

