



Darebin Multiyear Funding Program

Guidelines

2026-2029

Opening date	August 17,2026
Closing date	September 30,2026
Darebin Community Grants Policy	Policy and procedure library Darebin Intranet
Enquiries	Grants Officer darebingrants@darebin.vic.gov.au (03) 84708504
Date guidelines released	July 2026

Acknowledgement of Country

The City of Darebin acknowledges the Wurundjeri Woiwurrung people who are the Traditional Owners of the land on which Darebin stands. We recognise their continuing connection to land, waters and culture. We pay our respects to Elders past, present and future leaders.



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1. Overview of the Multiyear Funding Program

The Multi-Year Funding Program provides up to three years of funding for an approved project.

Key features of the program include that:

- Funding is project-based. It is not organisational or operational funding.
- Funding is not guaranteed beyond the approved period.
- All organisations must re-apply through a competitive process for future funding. If funding for the same project is sought in additional periods, organisations must show how the project has matured or broadened and demonstrated progress towards sustainability since the previous application.)
- Funding rounds are offered annually on a rolling three-year cycle. Successful applicants receive funding for a three-year period, with a new funding round announced each year.

Purpose

The purpose of the Multi-Year Funding Program is to provide access to grant funding over a period of 3 years to support community organisations to deliver sustainable, high-impact programs and projects for Darebin residents that contribute to the delivery of the [Darebin 2041 Community Vision](#) and the [Our Darebin Plan 2025-2029](#). The strategic directions of the Our Darebin Plan are shown in Appendix 1

The Program is designed to:

- Enable community organisations to plan and deliver discrete, standalone programs/projects over multiple years, allowing outcomes to be embedded more deeply and effectively than through single-year funding.
- Support longer-term community benefit and impact, recognising that complex social, cultural, environmental and wellbeing outcomes take time to develop.
- Provide opportunity to develop mechanisms to ensure the sustainability of the program/project beyond the funding period.

2. Grant categories

Grants under this Program are available under the following streams:

Category	Description
Equity & Wellbeing	This category supports projects that address wellbeing, equity and inclusion initiatives including: • Projects/programs supporting multicultural, refugee and asylum seeker communities Initiatives led by and for people with disability • LGBTIQA+ community safety and inclusion projects • Gender equity, prevention of family violence, and respectful relationships projects • Youth, family, and ageing-well initiatives • Projects that respond to the impacts of racism, Islamophobia, antisemitism, homophobia and transphobia, with a focus on safety, inclusion and belonging • Social connection and loneliness reduction initiatives • Community-led mental health projects • Food relief, security, nutrition and physical activity programs • Youth, family, and ageing-well initiatives • Projects that address priority health and wellbeing issues including social isolation; poor mental health; sexual and reproductive health issues; alcohol and substance use; tobacco use and vaping; gambling; healthy eating; food security; family violence; physical inactivity; and the health impacts of climate change For more information on Council's equity and wellbeing priorities, see the following plans and statements: • Our Darebin Plan • Commitment to Aboriginal and Torres Strait Islander Communities • Towards Equality Framework • Cultural Diversity and Inclusion Plan; • LGBTIQA+ Action Plan; • Disability Access and Inclusion Plan; • Commitment to an age-friendly Darebin; • Families, Youth and Children Strategy.

Arts	Projects in this category include those that: • Support participation and social connection • Strengthen Darebin’s creative sector and identity as a creative city • Advance equity, inclusion and access in the arts • Are focused on place-based and community-embedded creative practice. For more information regarding Council’s priorities regarding arts, culture and celebration of diversity, see the Our Darebin Plan.
Youth	Projects in this category respond to the needs of young people including addressing issues such as: • Housing • Poverty • Employment • Learning • Inclusion • Health and wellbeing • Safety and/or independence. For more information on Council priorities for young people, see the Darebin Families, Youth and Children Strategy.
Environment & Sustainability	Projects in this category include those that: • Address the climate emergency and/or the circular economy • Contribute to the protection, restoration or enhancement of the natural environment and biodiversity, and promote stronger connection with nature. • Build new or enhance existing inter-generational and intercultural partnerships and collaborations between diverse communities. For more information on Council priorities regarding environment and sustainability, see the Our Darebin Plan, and the Climate Emergency Plan.

Multi-year funding schedule

Successful applicants receive funding for a three-year period. Funding is allocated across annual grant rounds. Indicative annual funding allocations for each category are provided in **Appendix 5**.

3. Eligibility

Who is eligible to apply for the Multi-year Funding Program?

The following eligibility criteria apply to the Multi-year Funding Program.

Applicants must be:

- An incorporated, not-for-profit organisation able to demonstrate a proven track record in the provision of quality programs and services within the City of Darebin

OR

- An Aboriginal and Torres Strait Islander community-controlled organisation operating in Darebin

OR

- A social enterprise with a demonstrated community benefit operating in Darebin.

Applicants must also:

- Operate within or deliver benefit to the Darebin municipality.
- Hold appropriate insurance (including Public Liability Insurance cover of at least \$20 million).
- Be financially viable and compliant with governance requirements.
- Have a proven record of delivering projects of a similar value and scale.
- Have no outstanding debts to Council.

Organisations with existing funding or partnership arrangements with Council remain eligible to apply for grants, However Council may consider the overall distribution of Council funding when assessing applications and, where applications are of comparable merit, may prioritise organisations that do not currently receive Council funding to support broader and more equitable access to grant opportunities across the community.

Who is not eligible to apply for the Multi-year Funding Program?

- Individuals
- Government departments or agencies
- For-profit entities
- Organisations with a political purpose
- Applicants with outstanding grant acquittals, variations, debts or financial/legal disputes with the City of Darebin

- Any sporting club, community group, organisation, association or business that operate or own electronic gaming machines (EGMs), receives sponsorship or grants (in-kind or cash) from EGM revenue, or that meet in venues that have EGMs are ineligible for grants, financial assistance or in-kind support from Council in accordance with the [Darebin Electronic Gaming Machine Policy](#).
- Applicants whose values are inconsistent with Council's values to promote diversity, tolerance and an inclusive community as outlined in Council's adopted policies.

What can be funded?

Funding may be used to pay for costs associated with delivering the multi-year project including:

- All operational costs associated with the project including wages directly related to the project delivery, catering, venue hire etc.
- Materials, equipment and resources.
- Venue hire (including in-kind contribution of Council venue hire).
- Advertising and promotion.
- Monitoring and evaluation costs.

What cannot be funded?

Funding may not be used for:

- Projects that are inconsistent with Council strategic directions or Multi-year Funding Program categories.
- Projects are the responsibility of other levels of government (e.g. State, Federal).
- Ongoing core operational costs (including staffing, rent and utilities) with no defined project outcomes.
- New building projects, capital works, and facility maintenance projects.
- Projects that have a religious or political purpose which seeks to promote core beliefs and religious functions.
- Projects that are already receiving Council funding.
- Activities that duplicate existing services/activities unless it can be demonstrated that it meets an unmet community need.
- Payment of outstanding loans and debts.
- Projects that have already commenced or where the organisation has committed expenditure prior to the grant notification date (activities will not be funded retrospectively).
- Activities that occur and/or benefit people outside the municipality.
- Activities that have a primary purpose to raise funds.

- Core school curriculum activities (kindergarten, primary or secondary schools). Only applications that demonstrate a broader community partnership approach and benefit will be considered.
- Gift vouchers, prizes and trophies.
- Any project also funded (cash or in-kind) through EGM revenue, including sponsorship or venue hire.
- Any project that operates in a venue with EGMs or any project that promotes gambling.

4. Your application

You will submit your application online on the Smarty Grants website. You will work through a list of questions, and you will also need to provide some important documents. You can download a copy of the application form so you can prepare your responses offline.

What to include in your application.

To increase your chances of success, make sure that you include the following in your application:

- Description of the alignment of your project with at least one funding category
- Clear identification and explanation of the need or the issue the project seeks to address (including evidence showing the need)
- The benefit to the community
- An explanation of how you will engage community members in your project
- Your approach to implementing and evaluating your project
- A well-developed and realistic budget with quotes for expenses greater than \$1,000 (and all venue hire costs)
- An explanation of how your project will:
 - Promote gender equality and consider the needs and circumstances of different genders.
 - Consider Child Safety and meeting legislated Child Safety requirements (where relevant).
 - Promote environmental sustainability and/or reduce the impact of climate change.

Council's Commitment to Gender Equity

We are committed to creating a community where everyone is safe, respected and treated fairly, regardless of gender. A community that is safer, healthier and more inclusive for everyone. In alignment with the Gender Equality Act 2020, Council considers and promotes gender equality in our policies, programs and services. This includes our grant programs.

- Provide equitable access to the priority groups outlined in the *City of Darebin Towards Equality Framework*.¹
- See Appendix 3 for more information on these topics.

Documents required

You will need to attach the following documents to your application:

- Certificate of Incorporation (if applicable)
- Confirmation of an auspice agreement (if applicable)
- Annual audited financial statements
- ABN (if applicable)
- Certificate of Currency for Public Liability Insurance with cover of at least \$20 million
- Letters of support (if applicable)
- Evidence of permissions, permits or approvals (if applicable)
- Budget (with quotes for items valued greater than \$1,000 and venue hire costs)
- Project plan
- Evaluation plan

Templates are available for your [project plan](#), [evaluation plan](#) and [budget](#) in the Appendices of these Guidelines.

Supporting community capacity and sustainability

A core objective of the program is to build the resilience and capacity of funded organisations and reduce dependency on ongoing Council funding.

Applicants must demonstrate how they will:

- Diversify income or funding sources over the funding period including the identification of opportunities for partnerships, fundraising, new or strengthened income sources or other external funding.
- Include activities that build skills, systems or community organisation leadership over time

¹ Aboriginal and Torres Strait Islander people; Children; Young people; Older people; Culturally and linguistically diverse people, migrants, refugees and asylum seekers; Women and girls; Lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ+) people; People with a disability; People experiencing poverty, including intergenerational disadvantage; and others at risk of exclusion and discrimination (including but not limited to Antisemitism and Islamophobia).

What help is available?

Council is committed to making this grant program accessible and inclusive.

Support available includes:

- Information sessions and grant writing workshops.
- Guidance about the eligibility and alignment of your idea with these Guidelines.
- Plain English guidelines and templates.
- Translated application materials where available.
- Outreach sessions at community centres and libraries

Please contact Council's Grants Officer early in the process to discuss your support needs via email darebingrants@darebin.vic.gov.au

5. Assessment of your application

The Multi-year Funding Program assessment process is outlined below:

1. The grant round is announced and promoted via Council's website and other regular information channels (including social media).
2. Applicants assess their eligibility against the criteria outlined in these Guidelines before contacting the Grants Officer or relevant Council Program Staff to arrange a phone call or meeting to discuss proposed project.
3. Applicants and relevant Council Officers discuss the proposed project to assess its eligibility and alignment with funding categories.
4. Applications are submitted online on the Smarty Grants website prior to the advertised closing date and time.
5. Eligibility checks are completed by Council officers.
6. Applications that pass the eligibility check are assessed against assessment criteria by a Grants Panel.
7. Applicants are notified of the outcome of their application.
8. Councillors are notified of funding outcomes.

If you want to know more about the outcome of your grant, you can request feedback no later than 10 days from the date of notification of the outcome by email to darebingrants@darebin.vic.gov.au. Following feedback on your application, if you still believe that your application has been unfairly assessed or that the application process has not been followed, please submit a written request for an outcome review.

In the written request please include the name of your group or organisation and your application ID number.

*A request for an outcome review needs to be submitted no later than 10 days from the date of notification of the grant outcome may be delivered via email to: darebingrants@darebin.vic.gov.au. Council will aim to finalise a review & outcome within 14 days of receiving the request for review.

Council assesses each application on its merits. Each application is assessed by a panel comprising of at least three Council Officers who make their recommendations based on strict assessment criteria outlined below.

The percentage weightings show the importance of each criterion in the overall assessment of your application.

Criteria	Description	Weighting
Need Why the project is needed, important and justified.	Alignment with funding category and Our Darebin Plan. Evidence of community need and clear articulation of how project activities will lead to intended outcomes. Demonstrated engagement with, and support of, the local community and partners.	30%
Benefit How the project will benefit the Darebin community and intended participants.	Demonstrated and measurable benefit to Darebin residents. Clear evaluation plan outlining objectives, indicators of success and measurement methods and timelines. Strength, scale and sustainability of outcomes over time. Use of local suppliers. Demonstration of how the project will promote gender equality and consider the different needs, interests, and circumstances of different genders. Demonstration of how the project will consider Child Safety and meet legislated Child Safety requirements. Demonstration of how the project will promote environmental sustainability and/or reduce the impact of climate change. Demonstration of inclusive design and equitable access for priority populations as outlined in the Towards Equality Framework	35%
Delivery Skills and experience to deliver the project.	Clear and achievable project plan. Clear and complete budget with quotes provided for expenses exceeding \$1,000. Demonstrated organisational capability to deliver projects or programs of a similar scale to proposed activity. Sustainability of the initiative and/or outcomes including plans to diversify funding and reduce reliance on Council grants. Compliant financial management – evidenced by most recent annual audited financial statement.	35%

An online grants management program (Smarty Grants) is used to receive and manage applications, communication with applicants and reporting requirements. To avoid any last-minute technical issues, it is recommended that you submit your application at least one business day prior to the due date.

6. Conditions of funding

The Conditions of Funding include the following and may include additional conditions outlined for your specific circumstances:

Funding agreements and reporting requirements

- Successful applicants will enter into a funding agreement with Council.
- Grant recipients must submit a satisfactory annual online acquittal and progress report to be eligible for scheduled payments throughout the funding period.
- A final acquittal report must be submitted at the end of the funding period.
- Acquittal reports will show evidence of expenditure and funded activities as well as outline progress towards intended outcomes.
- The support of the City of Darebin for funded projects must be acknowledged in any public communication, publication, media or social media related to the funded project/activity – the precise wording will be provided to successful applicants. Activity-related websites and social media pages must prominently display the Council's logo. Grant recipients are also required to invite, when possible, the Darebin Mayor and/or Councillors to any event/activity related to the funded project.
- There should be no assumption of continued funding beyond the term of the funding agreement.
- Council reserves the right to adjust or discontinue funding if conditions are not met.
- Council reserves the right to conduct audits or request additional information as required.

Use of funds

- Council funding must be used in accordance with the project approved by the Council as detailed in the application and funding agreement.
- Any requests for variations to the intended purpose or timing of the funding must be submitted in writing, through the online grants management website.
- Funds not expended within the agreed timeframe are to be returned to the City of Darebin unless a written extension is obtained from Council.

Legislation

- All funded projects must include all relevant and required consents, permits or approvals prior to commencement.
- As per the Gender Equality Act 2020, all applications must demonstrate that they have considered how people of different genders may be impacted by their activities. This includes demonstrating that they have made attempts, where relevant, to provide an equitable opportunity.
- Funded organisations are required to meet all relevant legislative requirements (e.g. Child Safety, Occupational Health & Safety, Risk, Equal Opportunity, Workers Compensation).
- Funded organisations are required to ensure volunteers are registered with the organisation and adequately covered by insurance as detailed in the funding agreement.

7. Important dates

The Multi-year Funding Program opens August 17, 2026, and closes September 30, 2026 at 11.59pm.

NOTE: Late applications will not be accepted. To avoid any last-minute submission issues, it is recommended that you submit your application at least one business day prior to the due date.

Grant applications open	August 17, 2026 at 9am.
Grant applications close	September 30, 2026 at 11.59pm. Applications after this deadline will not be accepted under any circumstances.
Acknowledgement of receipt of application	You will receive an email acknowledging the receipt of your application. If you do not receive an acknowledgement, your application has not been submitted and received. In this case, please call the Grants Officer immediately on 8470 8504 or Smarty Grants technical support on 9320 6888.
Assessment of applications	October 2026
Notification of outcome of your application	November 2026

Payments	Payment schedules will be outlined in the Funding Agreement. See Appendix 5 for annual grant allocations.
Project to be completed	Completion dates for each successful project will be outlined in the Funding Agreement.
Project Acquittal & Final Report	Acquittal and progress report due dates will be outlined in the Funding Agreement. Acquittal reports to be submitted in Smarty Grants

Appendix 1 – Our Darebin Plan strategic directions

Strategic Direction 1:

Aboriginal Culture and Knowledge

A City that celebrates Aboriginal and Torres Strait Islander culture, values, knowledge and traditions, respects the right for self-determination and takes deliberate action toward Truth-Telling.

Strategic Direction 2:

Health and Wellbeing

A City where everyone in the community can access the opportunities, infrastructure and services they need to be physically and mentally safe and healthy.

Strategic Direction 3:

Equity, Diversity and Inclusion

A City where our rich diversity is celebrated, everyone can thrive and belong, and our services, programs, places and spaces are equitable, responsive, inclusive and accessible to all.



Strategic Direction 4:

Climate Leadership and Response

A City that is a climate leader, drives opportunities for achieving zero emissions, adopts by transforming how we provide services, open spaces and infrastructure, and works with our community to build ongoing resilience.

Strategic Direction 5:

Vibrant Places and Economy

A City that is liveable with vibrant places and spaces, safe streets and a thriving local economy.

Strategic Direction 6:

Decision-making, Community Engagement and Transparency

A City that is well-managed, transparent and trusted by its community and partners.

Appendix 2 – Gender equity, child safety and inclusion

Council is committed to supporting the rights of people and groups who experience discrimination and disadvantage, including the following:

- Aboriginal and Torres Strait Islander people
- Children
- Young people
- Older people
- Culturally and linguistically diverse people, migrants and refugees
- Women and girls
- Lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ+) people
- People with a disability
- People experiencing poverty, including intergenerational disadvantage, in the context of historical and growing inequalities
- Others that may experience exclusion or discrimination (including but not limited to Antisemitism and Islamophobia).

We know that people and their identity and experiences, as individuals and as part of a community, may be made up of many of these different components and are, of course, not limited to one.

In your application, you will need to make clear how you will consider the needs of different genders and promote gender equity. It is good practice to consider the needs of all the groups highlighted above, regardless of the amount of funding you are seeking. By considering how you may encourage participation and inclusion, you are making your project accessible to as many people in the community as possible.

Gender

To learn more about gender equality, visit the Victorian government Gender Equality website: <https://www.vic.gov.au/gender-equality-what-it-and-why-do-we-need-it>

When considering how your project might promote gender equality and meet the needs of different genders, it can be useful to **ask yourself these questions:**

- Do women, men and gender diverse people have different participation, access or outcomes in the areas your project hopes to improve? If so, why could that be?
- Will women, men and gender diverse people experience the benefits of the project equally? If not, how might you address this?
- Will women, men and gender diverse people participate in decision-making equally? If not, how might you address this?
- Does your project challenge gender norms and stereotypes? If not, can you think of any ideas that you could challenge norms and stereotypes?
- Could your project inadvertently make existing gender gaps bigger or reinforce gender stereotypes? If so, how will you address this?
- Will particular people or groups be affected differently or excluded from your project? If so, how will you address this?

- Are there barriers to participation or access for particular people or groups (for example safety, racism, money, caring duties)? Can these barriers be removed?

Good inclusive practice

There are some great tips for considering the needs of different groups in the community in the 'Community' section of the Victorian government's Better Practice Guide for Inclusive Engagement.

<https://www.vic.gov.au/better-practice-guide-inclusive-engagement>

Volunteering Victoria has some great tips for being more inclusive on their 'Breaking Down Barriers to Volunteering' and 'Solutions for Inclusive Volunteering' fact sheets. Although these are focused on volunteering, the ideas are applicable to community projects:

<https://www.volunteeringvictoria.org.au/resource/local-lessons-solutions>

Child Safety

Your organisation has responsibilities under the Child Safe Standards. It is a condition of funding that your organisation, practices and volunteers comply with relevant child-safety legislation, regulations and standards.

You can check whether the Child Safe Standards apply to you here:

<https://ccyp.vic.gov.au/child-safe-standards/who-do-the-standards-apply-to-page/>

You can access resources and support for the Child Safe Standards here:

<https://ccyp.vic.gov.au/resources/child-safe-standards/>

Your staff and volunteers may need a Working with Children Check. You can find out more about Working with Children Checks here: <https://www.vic.gov.au/working-with-children-check>

Appendix 3 – Submitting your application on Smarty Grants

1. Register with Smarty Grants

The Darebin Multi-year Funding Program is administered through the Smarty Grants website using the following link: <https://darebin.smartygrants.com.au/>

If you have not applied using the Smarty Grants website before, you will need to register an account. To do this you will need to provide an email address. This is the email address that will be used for all grant-related correspondence. You will also be asked to create a password.

Tip: Create a password that is meaningful or easy for you to remember. This way, you will be able to access documents if your application is successful and easily apply for future grant funding.

If you have previously applied via the Smarty Grants system, please use the same email address and password. If you have forgotten your password, click on 'Forgotten password' and a link to set up a new password will be sent to your email address.

If you need to change the registered 'User' for your organisation, please contact the Grants Officer on 8470 8504 or darebingrants@darebin.vic.gov.au

2. Activate your account

After registering with Smarty Grants for the first time, you will receive an activation email to the address that you have provided. Use the link provided in the email to log-in to the Smarty Grants website and access application forms.

3. Plan your application

On the Smarty Grants website, navigate to the Multi-year Funding Program and click on the 'Download Preview Form' button to download a copy of the application form. This will help you plan your application offline. Plan your project and grant submission and collect quotes, attachments and letters of support as required.

4. Complete the online application form

On the Smarty Grants website, navigate to the Multi-year Funding Program and click on the 'Start a Submission' button to begin the online application process.

Fill out the application form and upload any documents that you have been asked to provide. You will be asked to supply:

- Certificate of Incorporation
- Confirmation of an auspice agreement (if you are not incorporated)
- Most recent Balance Sheet
- Most recent Income Statement
- ABN (if applicable)
- Certificate of Currency for Public Liability Insurance
- Letters of support (if applicable)
- Evidence of permissions, permits or approvals (if applicable)
- Budget (with quotes for items valued greater than \$1,000 and any venue hire costs)
- Project plan
- Evaluation plan

5. Submit your form and check that it has been received

Once you have completed all the sections of the form, you will be asked to review the application. Ensure you use the SUBMIT button to finalise your submission. You should receive an email acknowledging that your application has been received. If you do not receive this acknowledgement, please contact the Grants Officer on (03) 8470 8504 as soon as possible.

Appendix 4 – Project Plan template

Key tasks <i>(List key tasks in order that they will be completed)</i>		Person responsible <i>(List who will be responsible for the completion of the task)</i>	What will show that you have completed the task? <i>(List the key outputs)</i>	Completion date
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9				

Appendix 5 - Indicative Annual Multi-Year Funding Allocations

Funding allocations are indicative only and may vary depending on budget availability, the number and quality of applications received, and Council approval. Each funding round is for three years with a new funding round announced each year.

Category	Annual Funding Range
Equity and Wellbeing	\$10,000- \$25,000
Arts	\$10,000 – \$15,000
Youth	\$10,000 - \$14,000
Environment and Sustainability	\$10,000 - \$14,000

Appendix 6 – Budget template

Income		Expenditure	
Cash sought from Council	\$	Fees for project staffing	\$
In-kind contribution sought from Council (i.e. venue hire)	\$	Promotion and publicity	\$
Cash contributed by your organisation*	\$	Printing	\$
In-kind contributions from your organisation	\$	Transport	\$
Fees collected	\$	Non-Council venue hire	\$
Other sources of income	\$	Equipment	\$
		Catering	\$
		Monitoring and evaluation	\$
TOTAL INCOME	\$	TOTAL EXPENDITURE	\$

*In-kind contributions from your organisation may include staff or volunteer time. Volunteer contributions are valued at \$41 per hour.

Appendix 7 – Evaluation Plan template

Project / program goal	Project / program objectives	Proposed outcome(s)	Indicators of success	Measurement	Responsibility
A broad statement that describes the long-term expectation of what should happen as a result of your program or project. Goals are general and aspirational. <i>Example: Improve the quality of life for elderly residents in the community by providing access to age-appropriate fitness classes.</i> (Use a new row for each goal – although you may only have one goal)	A specific statement outlining what the program aims to achieve within a set timeframe and with available resources. Objectives are concrete, measurable, and time bound. <i>Example: Increase the participation rate of elderly residents in fitness classes by 20% within two years.</i> (Use a new row for each objective)	The observable and measurable change resulting from the program. Outcomes reflect changes in behaviour, knowledge, skills, or conditions. <i>Example: 80% of program participants will report an increase in their physical activity levels.</i>	What indicators will you measure to assess if you have achieved your intended outcomes? <i>Example: The number of participants in fitness classes will be at least 20% higher than at baseline.</i> <i>Participants are reporting that they are more physically active since the beginning of the project.</i>	How can you measure those indicators? What tools will you use? When will you measure indicators? <i>Example: Attendance records collected at baseline and throughout the project.</i> <i>In-person survey of participants at baseline, mid-project and at the end of the project.</i>	Who is responsible for collecting, collating and assessing the measurements? <i>Example: Facilitator responsible for collecting attendance records at each session and entering them into central database.</i> <i>Project manager to undertake in-person surveys.</i>