



Child and Youth Inclusion Subsidy 2026-2027 Guidelines

Acknowledgement of Country

Frankston City Council acknowledges and pays respect to the Bunurong People, the Traditional Custodians of these lands and waters.

What is the Child and Youth Inclusion Subsidy?

The **Child and Youth Inclusion (CAYI) Subsidy** assists young residents facing financial and personal barriers to participate in education and recreation activities.

Each young person can receive each subsidy once per financial year, *if eligible & successful*.

There are separate applications for each type of subsidy.

Education Subsidy - up to \$600

- For young people going into high school, currently attending high school or higher education and aged up to 24 years old.

Recreation Subsidy - up to 85% of fees - \$250 max

- For 5 - 18 years olds.

Key dates*

Opening date:	7 July 2026 with multiple rounds.
Closing date:	When budget fully expended or until 6 May 2027.
Funding Announcement:	Assessed and announced monthly.

Need assistance with your application?

Email:	CommunityGrants@frankston.vic.gov.au
Phone:	(03) 9784 1035
Website:	www.frankston.vic.gov.au/community-grants

This subsidy cannot provide crisis support. If you require urgent assistance, please contact [Community Support Frankston](#) on 03 9783 7284.

Where to apply

Submit your application online through Frankston City Council SmartyGrants portal on <https://frankston.smartygrants.com.au>

📌 New to SmartyGrants? You will need to create a free account to get started.



Need help in another language?

Call 131 450 and state 'Frankston City Council' as the organisation and quote our number 1300 322 322.



Hearing or speech impaired?

Visit: www.communications.gov.au/accesshub/nrs

Timeline & Round Dates

Application Stage	What is happening	When
Applications Open	Submit your application online via the SmartyGrants portal .	7 July 2026 - 06 May 2027, or until budget is expended
Eligibility and Assessment	Applications reviewed for completeness and eligibility and scored against assessment criteria. We will contact you if more information is needed.	Monthly
Approval	Delegated decision-maker will review the officers' recommendations and make final funding decisions.	Monthly
Subsidy Notification	You will receive an email with the outcome of your application by the specified dates in the table below.	Monthly
<i>If approved</i>		
Council payment or purchase	We will request an invoice from the provider, or purchase the item(s).	Through Financial Year 2026-2027
Participate in your activity or receive subsidy items	You attend your activity as described in your application and according to funding conditions or receive subsidy funded item(s).	Through Financial Year 2026-2027

* Council has the right to change the dates below as needed; applicants will be notified of change.

Round	Opens	Closes	Notified By*	
1	7 July 2026	6 Aug 2026	19 Aug 2026	
2	7 Aug 2026	6 Sep 2026	21 Sep 2026	
3	7 Sep 2026	6 Oct 2026	19 Oct 2026	
4	7 Oct 2026	6 Nov 2026	19 Nov 2026	
5	7 Nov 2026	6 Dec 2026	18 Dec 2026	<i>Procurement and payments for Round 5 recipients will commence early 2027, after Council's end of year shutdown period.</i>
6	7 Dec 2026	6 Jan 2027	19 Jan 2027	<i>Procurement and payments for Round 6 recipients cannot be guaranteed to be in time for the start of the school year.</i>
7	7 Jan 2027	6 Feb 2027	19 Feb 2027	
8	7 Feb 2027	6 Mar 2027	19 Mar 2027	
9	7 Mar 2027	6 Apr 2027	19 Apr 2027	
10	7 Apr 2027	6 May 2027	20 May 2027	

What is funded?

Education Funding – up to \$600 (excl. GST)

To support young people (*up to 24 years old*) going into high school, currently attending high school (or equivalent), or higher education with required materials, equipment or course fees. *Restricted to two suppliers per application.*



School books

(textbooks, workbooks, scientific calculators and educational software)



School uniform

(\$100 (max) per uniform item, 1 x \$150 (max) pair of shoes)



Work placement requirements

(tools, uniforms etc.)



Tuition fees or enrolment costs

(excl. secondary school fees, education provider must be registered)



Laptop

Recreation Funding – \$250 (excl. GST) or up to 85% of fees (whichever is lower)

To support children (*5 – 18 years old*) seeking to participate in a **group** recreational activity. *Restricted to one activity provider per application.*



Team Sports programs

(e.g. Football, netball, rugby, tennis etc.)



Outdoor exploration groups

(e.g. School camps, Scouts / Guides)



Group Wellbeing & Fitness

(e.g. Swimming, boxing, martial arts)



Group Art & Craft Classes

(e.g. Painting / weaving / pottery classes or workshops)



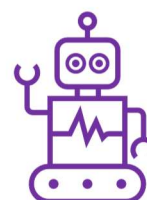
Group Music & Drama Workshops

(e.g. Dance classes, drama workshops)




Group Hobby clubs

(e.g. Chess Clubs, photography clubs)



Group Technology & STEM activities

(e.g. Coding workshop, robotics club, group STEM programs)

 **Helpful tip:** If you're unsure about anything, we're happy to help you before you apply. Get in touch with the Community Grants Team on 03 9784 1035 or via CommunityGrants@frankston.vic.gov.au

Who can apply?

- ✓ **Young people** (if under 18, parent or guardian information will be required).
- ✓ **Parents and guardians of children and young people** (child's or young person's information will be required).
- ✓ **Professionals with the applicant's permission** (such as support workers, healthcare providers or approved equivalent).

Check if you can apply and how applications are assessed (Eligibility and Assessment)

To be eligible, the child or young person must:

- ✓ Be a **resident** living in Frankston City*; **and**
 - ✓ Be named on a **valid Health Care / Pension Concession** card or provide evidence of financial barriers due to visa resettlement process from the child's or young person's educational institute.
- *Frankston City includes Carrum Downs, Karingal, Langwarrin, Sandhurst, Seaford, Skye, Frankston, Frankston Heights, Frankston North and Frankston South*

The applications will be **assessed competitively - based on merit**.

To score highly, the application should:

- ✓ Clearly align with the subsidy objectives (*see page 5 of guidelines*).
- ✓ Provide accurate supporting information.

What to include (Essential Documents)

Proof of address & financial barriers

- Health Care or Pension Concession Card; or evidence of financial barriers due to visa resettlement process.

Proof of requested education or recreation cost

- **Recreation:** This can be quotation or invoice from club or group.
- **Education:** This can be a website screenshot of equipment cost.

What the subsidy supports (Subsidy Objectives)

Applications must align with **one** of the following objectives:

Education, access, development and participation

Increase educational participation, access and engagement by supporting young people with essential school, study, training and course-related costs.

Or

Recreation, inclusion, wellness and connection

Strengthen inclusion, confidence, social connection and belonging by supporting young people to take part in group recreation, sport, arts or community activities.

What makes a strong application (Assessment Criteria)

Applications will be assessed competitively based on the responses to questions regarding the 2 criteria below.

Criteria	What makes your grant stronger
Subsidy Objective Alignment <i>50% weighting</i>	<p>Demonstrate that the requested activity or item clearly supports one of the subsidy objectives and will have a positive outcome for the young person.</p> <p>Applications should:</p> <ul style="list-style-type: none"> • Identify which objective the request best aligns with: <ul style="list-style-type: none"> ○ Education access, development and participation. ○ Recreation, inclusion, wellness and connection. • Explain how the activity or item will benefit the young person's learning, participation, inclusion, confidence, wellbeing or sense of belonging.
Value for Money <i>50% weighting</i>	<p>Demonstrate that the requested activity or item represents reasonable value and includes appropriate supporting documentation.</p> <p>Applications should:</p> <ul style="list-style-type: none"> • Provide accurate supporting information. • Demonstrate the request is appropriate and reasonable.

Council reserves the right to:

- Decline any application that does not meet the eligibility or assessment criteria.
- Request further information whilst considering applications.
- Cancel any funding where circumstances change.

What is not funded?

Child and Youth Inclusion Subsidy is **not** for:

- Activities that use **third-party booking and payment platforms**.
- **Compliance with Grant Conditions:** Funding to service provider or applicant who have not previously complied with grant conditions or are in debt with Council.
- **Conflict of Interest:** Applications from young people related to Frankston City Council staff members and Councillors involved in management or administration of this subsidy funding.
- **Covered by Other Funding Sources:** Requested item or service that would otherwise be covered by another funding source, such as NDIS, Federal or State Government funding.
- **Daily costs:** Food, beverages, personal products, or accommodation on-costs.
- **Duplicate Funding:** Applicants who have already received the subsidy for the same category within the same financial year (July 2026 – June 2027).
- **Goods or services from family members:** Applications must declare no Conflict of Interest with potential suppliers of goods or activity providers.
- **Legal Compliance:** Activities that do not comply with legal and regulatory requirements.
- **Overlap with Other Funding:** Activities or items where the provider has received other Council funding in the same financial year (e.g. applicant applying for uniform from a club who received funding to purchase uniforms).
- **Partial funding:** We pay full item costs within the available grant funding, co-payments are only available for individual items that exceed total grant funding.
- **Private, solo or online recreational activities:** Private lesson/session fees or online activities.
- **Prohibited Purchases:** Purchase of entry to tourist attractions, one-off leisure activities or other entertainment, alcohol, tobacco, illicit drugs, fireworks, or gambling activities or items.
- **Refurbished or second-hand equipment.**
- **Religious or political activities:** Activities related to worship, congregation, secular promotion, protest, or campaigns.
- **Retrospective funding:** Retroactive funding for purchases or activities that have already been completed.

Conditions of Funding

- **Merit-based assessment.** Each application will be assessed against the criteria outlined in these guidelines. Applying does not guarantee funding, or the full amount requested.
- **Eligibility does not guarantee funding.** All funding decisions are made at the full discretion of Council and are final.
- **Funding is limited.** Community Grants funding is subject to the total amount allocated in Council's annual budget.
- Each eligible young person can receive the subsidies **once per financial year**, if successful.
- **Co-payment is available** for education items above \$600 (excl. GST), but total cost must not exceed \$1,000 (excl. GST). School suggested laptops with software packages are exempt from this condition.
- **If GST is payable 'on supply'**, Council will pay the GST on top of funding.
- **No ongoing commitment.** Funding received in any given year does not imply support in future years.
- **Policy compliance required.** All applicants, recipients and providers must comply with Council's Community Grants Policy.

Successful recipients and their guardians must:

- **Accept the terms and conditions:** By redeeming the subsidy, you accept all terms and conditions outlined in these grant guidelines.
- **Agree the subsidy is paid directly to the provider of activities or items**, not the applicant, parent or guardian.

Education recipients

- **Cover all other costs** associated with the item. Council's contribution will be limited to the amount granted.
- **Must not sell the item** within a timeframe that could reasonably be seen as seeking personal profit.
- **When education item provided to applicant**, applicant is responsible for maintaining purchased item, replacement is not possible unless item is faulty and within warranty.

Recreation recipients

- **Cover all other costs** associated with the proposed activity. Council's contribution will be limited to the amount granted.
- **Participation and class booking management** is expected to be managed by recipient/guardian with the service provider reasonably.
- **Register for activity within 8 weeks.** Recipient must register for their nominated recreational activity within 8 weeks of outcome notification unless agreed by Council Officers.
- **Request approval for any significant and substantial changes** such as:
 - Changes to activity details.
 - Reallocation of funds to new, unrelated activities.

To request changes (excluding funding amounts), submit a **Variation Request** form through SmartyGrants.

Do not proceed with revised activities until Council provides written approval.

- **Use funds for approved purposes.**

Subsidy funds must only be used for the approved activity unless written approval is obtained (see *Variation Request instructions*, page 7).

Recreation Service providers must:

- **Agree to subsidy conditions.** Service providers are expected to read, understand and email agreement to the terms and conditions of the subsidy before invoicing. Once agreement has been received in writing, it applies to any Child and Youth Subsidy funding within the same financial year.
- **Deliver all sessions** included in the approved subsidy application. If sessions are not delivered, Council may seek a full or partial refund of the subsidy funding.
- **In cases where registration timeframes require immediate payment**, activity provider must refund subsidy funding to recipient's family.
- **Invoice Council** within 8 weeks of notification or before 15 June 2027 (whichever is sooner).
- **Meet Child Safety requirements.** Comply with all relevant child safety legislation which may include, but is not limited to:
 - The Victorian Child Safe Standards (2022)

- The Child Wellbeing and Safety Act (2005).

Council may request evidence of compliance. For more information, visit <https://ccyp.vic.gov.au/child-safe-standards/> or email childsafefrankston@frankston.vic.gov.au

- **Not be related to applicant.**
- **Report on registration.** Notify CommunityGrants@frankston.vic.gov.au by email within 8 weeks of subsidy payment, if the funded participant has registered for the activity. This notification serves as formal acquittal of the funding. This notification may be provided by the provider or confirmed directly by the participant.
- **Supplier and supplier items** must be able to be validated online.

Cancellation of Subsidy

Council reserves the right to cancel subsidy funding and require the repayment of funds if:

- False or misleading information is provided by the applicant or provider.
- The applicant is not undertaking the activity as expected or withdraws.
- The activity has been cancelled or partially undertaken due to service provider unavailability.
- Council cannot make payment and no alternative has been confirmed by the applicant.
- Conditions of Funding are not met.

Key Terms

Activity	means the project, program, service, or event proposed in your grant application. It refers to what the grant funds will support.
Council	means Frankston City Council.
Co-payment	means Council will purchase item/s and invoice applicant for value over subsidy allocation. Item will be available after co-payment has been received by Council.
Guidelines	mean a document that outlines the eligibility and assessment criteria, application requirements, and processes for a specific grants program.
Recipient	means the person who has been approved to receive support through the Child and Youth Inclusion Subsidy.
Service provider	means the organisation or company that run activities.
SmartyGrants	means an online grant management platform used by Council for the submission, tracking, and administration of grant applications.
Subsidy	means the sum of money awarded to individuals to support a specific purpose.



Support Available

Assistance with	Contact
General enquiries and advice regarding Child & Youth Inclusion Subsidy.	Community Grants Team (03) 9784 1035 communitygrants@frankston.vic.gov.au
Communication Access Support service for people with a hearing, speech or communication impairment and for text telephone or modem callers.	National Relay Service To find the NRS call option that best suits you visit: www.communications.gov.au/accesshub/nrs Most NRS call options are available 24 hours, 7 days a week.
Eligibility and Timing Issues	Our eligibility, approval and procurement processes may not suit your needs. Other funding sources may be more suitable: State Schools' Relief Local Sporting Champions Australian Sports Commission Home - Team Sports 4 All KIDs voucher program Get Active Victoria <i>*Alternative funding suggestions were valid at time CAYI guidelines were adopted, June 2026.</i>
Multilingual support If you need the assistance of an interpreter.	Call TIS (Translator and Interpreter Service) on 131 450 and state 'Frankston City Council' as the organisation and quote our number 1300 322 322
Technical issues with SmartyGrants website	SmartyGrants (03) 9320 6888 service@smartygrants.com.au
Technology Access If you need assistance to complete this application.	Community Grants Team (03) 9784 1035 communitygrants@frankston.vic.gov.au Computer access is also available at Youth Services , Community Centres and Frankston City Libraries across Frankston City.
Youth Support and Advice For all non-subsidy related queries or support.	Youth Services at 60A Playne Street, Frankston or call 03 9768 1366 .