

Community Bank Highett

Community Grants Application Guidelines

Version 2.1 – Updated 19 November 2025

These guidelines will help you prepare and submit a strong application for our Community Grants.

About Our Community Grants

Community Bank Highett is a purpose-driven organisation that returns up to 80% of profits back to the community through grants and partnerships — **more than \$3.95 million invested so far.**

This profit-for-purpose model is powered by customers who choose to bank with us.

Our Grants Program supports not-for-profit groups delivering projects that strengthen and connect the Highett community and surrounding areas.

We fund projects that enhance:

- social wellbeing
- community welfare
- education
- health
- environmental care
- culture
- and more.

What We Fund

We support projects delivered by not-for-profit organisations that align with our social purpose: building stronger, more connected communities.

Examples include:

- Animal welfare
- Community resilience and safety
- Disaster recovery
- Environmental care
- Health and housing



Community Bank
Highett

Grant Information

Contact: [Community Bank Highett](#)
Phone: 03 9555 6055
Email: hello@highettcommunity.com.au

- Learning and skills development
- Social cohesion and empowerment.

Funding Details

- **Applications open:** 1 May
- **Applications close:** 31 May
- **Grant Awards Night:** June — all successful applicants are invited to attend and share their project

Eligibility

Who Can Apply

Applicants must:

- Be an incorporated community or not-for-profit organisation
- OR have an incorporated project partner to apply on your behalf
- Hold a valid Australian bank account

Who Cannot Apply

- Individuals or unincorporated groups without an eligible partner
- For-profit businesses
- Organisations that fail Anti Money Laundering or Know Your Customer checks

What We Don't Fund

We cannot support projects that:

- Are illegal, political, or gambling related
- Take place outside Highett and surrounding districts
- Request funding for costs already incurred
- Exclude or offend any part of the community
- Harm animals or the environment
- Risk public health or safety
- Are linked to modern slavery
- Occur solely outside Australia



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How We Assess Applications

Applications are assessed against six criteria:

1. **Local Impact**
Contribution to the Highett community and surrounds
2. **Mission Alignment**
Fit with Community Bank Highett's purpose and values
3. **Community Impact & Reach**
Expected outcomes and number of people engaged
4. **Collaboration**
Partnerships with other local groups and stakeholders
5. **Impact Story**
Your ability to share accessible, meaningful outcomes with the community
6. **Engagement**
Your organisation's involvement in Community Bank Highett events and activities

How to Apply

- You may submit multiple applications, but only one per project
- Applications must be lodged online during May
→ **Apply via our online grant portal**
- Once submitted, you'll receive a confirmation email
- We may contact you for clarification
 - Email: hello@highettcommunity.com.au
 - Phone: 03 9555 6055

What You Need to Provide

For Grants Under \$10,000

- Project budget with quotes
- Quotes required for any item costing more than \$5,000

For Grants Over \$10,000

- Project budget with quotes
- Quotes required for any item costing more than \$5,000
- Audited financial statements (profit & loss and balance sheet)

Reporting Requirements



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You must submit a Project Completion Report within 60 days of your project end date.

This report includes:

- How funds were spent
- What your project achieved
- Lessons learned
- Receipts for the grant amount
- A photo of the completed project

This reporting helps us demonstrate community impact and is required for all grants.

Decision Timeline

Applicants will typically be notified 4–8 weeks after the round closes.

Managing Your Grant

Please notify us if any changes occur, such as:

- Organisation details
- Staffing
- Finances
- Project scope or timing

If your project changes significantly, you may need an agreement variation — contact us to discuss.

Need Help?

We're here to support you throughout the process.

- Email: hello@highettcommunity.com.au
- Phone: 03 9555 6055

Stay Connected

- Keep up to date with our Community Investment programs by following us on [Facebook](#) or [Instagram](#).

Privacy Information

[View our privacy policy.](#)



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