



Age-friendly Community Development Grants

Program Grant Guidelines

1 July 2025 to 30 June 2026

Opening date:	7 March 2025 09:00 AEST
Closing date and time:	11 April 2025 17:00 AEST
Type of grant:	Targeted



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1 About the grant

1.1 Background

In August 2024, Queensland Government launched An Age-friendly Queensland: The Queensland Seniors Strategy 2024-2029, a blueprint for an age-friendly state, with the aim of creating the nation's most age-friendly state.

The Seniors Strategy reflects the views of more than 16,000 older Queenslanders – from the south-east corner through to western Queensland and the Torres Strait – who told us what they want, and what they value.

Underpinning the Seniors Strategy is the first Seniors Action Plan 2024-2026 with 51 actions across whole-of-government. Action 15 is our starting point with this age-friendly community development grant program to support the development and implementation of age-friendly initiatives, plans and programs in communities.

The Queensland Government is committed to building age-friendly communities where older people are connected to their community and the people and the services that matter to them; they are supported by world class frontline services when support is needed, and they are celebrated for the contribution they make as carers, workers, volunteers and community leaders.

1.2 Program objective and purpose of the grant

The aim of the Age-friendly Community Development Grant Program is to build partnerships with local government councils to collaboratively work towards an age-friendly Queensland where older people can lead healthy and productive lives, focusing on the measures at the community level to support older people to be connected, cared for and celebrated so they are able to maintain their independence; participate economically; have access to healthcare; can manage the cost of living; and stay in their own home or access appropriate housing in their chosen location.

Under the program, funding will be provided to local government councils, in partnership with community organisations, to undertake initiatives that activate communities to become age-friendly and that combat ageism, e.g. intergenerational projects that engage younger people in connecting with and supporting needs of older people; and initiatives focused on ways to improve the quality of life of seniors across the eight age-friendly domains, like transport and health; working towards building age-friendly communities and ultimately an age-friendly state, which addresses local challenges particularly in regional, rural and remote locations where services may be more limited.

These local age-friendly pilot programs or projects will feed into and support the Queensland Government's Age-friendly Seniors Strategy and supporting Seniors Action Plan and would dramatically improve the quality of life for seniors across Queensland in the eight age-friendly domains such as transport, health and social participation.

This local Age-friendly Community Development Grant Program will strengthen the Queensland Government's existing investment in elder abuse prevention and awareness and social isolation reduction by providing additional opportunities for local councils to be involved at a local, grass roots level, in partnership with community organisations and associated networks.

You must read these Grant Program Guidelines carefully before completing your application to ensure you meet the eligibility and program requirements.

These guidelines set out:

- the program objective
- funding available for 2025–2026
- what will and will not be funded
- eligible expenditure
- eligibility criteria
- assessment criteria
- application process.

1.3 Target group

The Age-friendly Community Development Grant Program targeted grant aims to fund local council initiatives, in partnership with community organisations, which will activate communities to become age-friendly and combat ageism, benefitting older people in Queensland, including, but not limited to, one or more of the following priority or at-risk groups:

- First Nations peoples over 50 years
- older people from culturally and linguistically diverse backgrounds
- older people living in rural and remote regions
- newly arrived seniors migrants and refugees
- seniors with disability
- unpaid seniors carers
- older people who identify as LGBTIQ+
- older people experiencing or who have experienced domestic and family violence
- older people experiencing financial disadvantage
- older people with poorer physical and mental health
- older people who are homeless or at risk of homelessness.

Note: it is not mandatory for local councils to support all the above cohorts.

1.4 Geographic catchment area/location

Applications are invited from local government councils located within Queensland.

The pilot program or project must be delivered in Queensland.

Applications from local government councils located in regional, rural and remote areas will be highly regarded.

1.5 Timeframes

Detail	Date
Grants open	7 March 2025
Grants close	11 April 2025
Grant service agreements commence	30 June 2025
Grant service agreements end	30 June 2026

Please note that these timeframes may change at the department's discretion.

2 Funding available

The total amount of funding available through this targeted grant process is \$300,000 for the period 1 July 2025 to 30 June 2026. Note: GST is not payable to local councils.

One-off funding from \$25,000 up to \$50,000 is available for 12 months.

The initiative must be completed within the grant period unless a no-cost extension has been requested and approved by Department of Families, Seniors, Disability Services and Child Safety; for example, in the case of project or pilot program continuing beyond the 12-month grant period. Funding is for one-off initiatives and is not intended for ongoing funding.

The Department of Families, Seniors, Disability Services and Child Safety is under no obligation to provide any future funding.

If the value of the proposal exceeds the amount you are seeking, you must demonstrate that you have additional funding support or in-kind contributions from other sources to deliver the pilot program or project.

Local government councils are encouraged to focus efforts on the quality of their proposals ensuring they meet the selection criteria.

2.1 Funding structure

1 Year (one-off)	
Amount	From \$25,000 up to \$50,000 (GST not payable to local councils)
Contract length	1 year
Activities	Initiatives funded may include but not limited to: <ul style="list-style-type: none"> Developing a local age-friendly needs assessment or action plan

	<ul style="list-style-type: none"> • Creating specific plans and/or policies that address one or more of the eight age-friendly domains (see Global Age-friendly Cities: A Guide – see diagram on page 9 and subsequent chapters explaining topic in more detail) • Projects may include but are not limited to: <ul style="list-style-type: none"> ○ Intergenerational projects that encourage connection between people of all ages ○ Development of culturally specific approaches to creating age friendly communities ○ Promotion of age-friendly business practices ○ Projects that aim to create local system level change (e.g. changes to local transport or recreation systems) ○ Projects that support older people in regional, rural and remote areas to age in place, participate and be included in their communities ○ Projects that focus on challenging ageism, reducing loneliness and improving older people's connection within their local community. <p>Initiatives must demonstrate how projects or pilot programs relate to an age-friendly assessment or action plan. If the council does not have a specific age-friendly plan, it should be clear how the project relates to relevant existing age-friendly priorities.</p>
Reporting	Performance reporting focusing on qualitative and quantitative impact of the grants (at 6 months and 12 months)

3 What will be funded

The successful local government councils of the Queensland Age-friendly Community Development Grant Program will be funded to:

- Activate age-friendly practices that work towards building age-friendly communities and combatting ageism to:
 - address the needs of older Queenslanders to age positively, focusing on connections, care and recognition of value
 - respond to the needs of older Queenslanders as a diverse cohort to promote outcomes against the eight age-friendly domains
 - be strengths-based, championing the value of older people and empowering them to be a part of the program delivery
 - address local challenges, particularly for regional, rural, remote locations
 - focus on collaboration and partnership between the local council and local community organisations
 - focus on long-term sustainability after project funding has ceased
 - have defined benefits that can be quantitatively and qualitatively captured.

4 What will not be funded

The following initiatives are **NOT** eligible for funding:

- projects that do not demonstrate benefits for older people and their participation in the community
- existing programs, projects, products or services in your community
- projects that will duplicate existing programs or services available in your community
- projects that are funded by or will duplicate an existing government program or service
- activities that involve commercial ventures for personal gain or fundraising activities
- fundraising activities
- recurrent or retrospective funds – this includes enhancements to existing work or programs, the reimbursement of costs already incurred or expended, and any projects, activities or expenditure that has taken place prior to the application being approved.

5 Eligibility criteria

Your initiative should not duplicate any projects or initiatives in your location for 2025-26 and beyond, including initiatives funded through Queensland State Government agencies, the Commonwealth Government or through non-government organisations. Your initiative may complement existing age-friendly frameworks.

5.1 Who is eligible to apply?

To be eligible to apply for this grant you need to be a local government council and be able to enter into a legally binding and enforceable agreement with State of Queensland including agreeing to the Terms and Conditions of the funding agreement.

If you meet the eligibility criteria, you will need to provide evidence as part of the application process.

If you cannot meet the above eligibility criteria, you are not eligible to apply.

5.2 Ineligibility to apply

You are not eligible to apply if you are:

- a state, territory or federal government agency or body
- an unincorporated organisation
- not-for-profit organisation
- an individual
- a local government council that is not based in Queensland
- fixed trusts
- a political party.

You are not eligible to apply for initiatives requiring ongoing funding from the Queensland Government or have initiatives with existing funding for the same initiative or period.



5.3 What the funding can be used for

These can include projects and programs, but are not limited to:

- Development of local age-friendly plans that leverages local community partnerships and support the Queensland Government's seniors strategy objectives
- Initiatives that focus on improving the quality of life for seniors across any of the eight age friendly domains such as transport, health, and social participation
- Initiatives that build partnerships, capacity and capability of local community organisations as delivery agents (seniors citizens clubs, neighbourhood centres, libraries)
- Intergenerational projects that engage younger people in connecting with and supporting the needs of older people
- Projects that create additional benefits (employment, local investment, infrastructure or community development as part of the project delivery).

5.4 What the funding cannot be used for

The following projects, programs and activities will not be funded under this program:

- One-off events that would otherwise be eligible through another grant
- Activities that would otherwise be funded through another grant
- Investment in capital expenses that create an ongoing expectation / need for funding to maintain the program (e.g. purchase of minibus or maintenance costs for community transport)
- Purchase (or lease) of vehicles, equipment, furniture or similar depreciable assets
- Capital works or upgrades to infrastructure such as renovations, building repairs or maintenance
- Operational costs of existing programs or facilities
- General on-going operational expenses
- Activities or expenses that are the responsibility of a state or federal government
- Purchase of capital assets such as land
- Reimbursement of costs already incurred
- Unrelated professional development
- Personal gain
- Projects outside of Queensland
- Campaigns, advertising or promotion of goods and services
- Purchasing vehicles
- Project management or consultancy fees
- Expenditure to develop submissions for the grants program
- Payment for individuals to participate in grants program initiatives (e.g. payment to participate in a survey)
- Salaries or wages for permanent or existing staff.

6 Assessment criteria

The assessment panel will refer to your responses to determine your capacity to deliver projects and initiatives that support Queensland Government's commitment to building age-friendly communities where older people are connected to their friends, family and community; feel cared for and supported and are able to contribute to their local community.

All applications submitted that meet the eligibility criteria as defined in 5.1 will be assessed against each of the following assessment criteria.

Criterion 1 - Describe the proposed project/pilot program you are seeking funding for. You should articulate how you will fulfil the purpose of the grant and where the project/pilot program will be delivered. (400 words maximum)

When addressing the criteria, you should:

- describe how your council, in partnership with local community organisation/s, will use the funding to deliver the requirements outlined in the 'What will be funded' section 3 in the Guidelines and where the project/pilot program will be located.

Criterion 2 – Describe how the project/pilot program will support target groups (but not limited to these groups) as listed in 1.3 in the Guidelines. (400 words maximum)

When addressing the criteria, you should:

- identify how the grant will be used to activate age-friendly practices in your council
- identify how the grant will support older people including any target groups as listed in 1.3 in the Guidelines
- clearly indicate how the project/pilot program will directly support the target groups
- provide evidence of your council's ability to engage with and support the needs of the chosen cohort(s).

If engaging with First Nations or Culturally and Linguistically Diverse (CALD) peoples:

- clearly indicate how your proposed initiative demonstrates how the local government council has or will work with and engage the community, in particular Aboriginal and Torres Strait Islander peoples to ensure culturally safe service provision engagement, co-design and implementation of proposed activities
- provide detail of your experience working with similar projects that demonstrates your council's capacity to work with First Nations People and CALD peoples in a culturally appropriate and safe environment. Include examples of previous work and references from within the communities to support your claims.

Criterion 3 – Describe your local government council's purpose and explain how this demonstrates your ability/capacity to deliver the project/pilot program. The applicant demonstrates strong community connections, partnerships or alliances, including with local community organisations or neighbourhood and community centres. (400 words maximum)

When addressing the criteria, you should:

- summarise the history and purpose of the local government council and explain how this demonstrates the applicant's ability to deliver the activities
- describe the relevant skills, qualifications, and experience of key program management and specialist staff required to achieve the project/pilot program
- demonstrate the council's strong community connections, partnerships or alliances, including with local community organisations or neighbourhood and community centres.

Criterion 4 – Describe how your council will maintain quality control of the project/pilot program to ensure effective reporting and evaluate the impact of the activity for individuals and the community. The proposal includes an evaluation component. (400 words maximum)

When addressing the criteria, you should:

- provide evidence to demonstrate the council's capacity to capture data on its service delivery to meet quarterly reporting requirements
- identify the strengths of the proposed project/pilot program and what benefits, beyond the identified outcomes, the activities may bring
- evidence to demonstrate the council's capacity to deliver activities in accordance with the Human Services Quality Standards as defined in the [HSQF Framework. Evidence to meet Human Services Quality Framework is not required for this grant.](#)

Criterion 5 – Cost and value for money to deliver this project/pilot program.

- describe how your council will use the funding to deliver the requirements outlined in the '[What will be funded](#)' section 3 of these Grant Guidelines
- provide a breakdown of expected costs for the project/pilot program.

The proposal includes an evaluation component where your council will be required to provide an evaluation halfway through and at the end of the grant period.

7 How to apply

Before submitting an application, you must:

- read and understand these Grant Guidelines
- meet all the eligibility criteria.

The department will open for applications via *SmartyGrants* at 09:00 AEST on 7 March 2025.

The application period will remain open until 17:00 AEST on 11 April 2025.

Applications will be managed online through *SmartyGrants*: [SmartyGrants](#)

To apply you must:

- register, complete and submit the application form via [Application Form](#);
- provide all the information requested;
- address all assessment criteria;
- provide the application in English;
- provide an indicative budget using the template in the application form;
- include all necessary attachments, including:
 - detailed service delivery model or approach
 - Council's financial accounts for past two years
 - evidence of capacity and capability to deliver the service; and
- submit the application by the closing date and time. Late applications will not be accepted.

Application forms:

For this targeted grant round, there is one application form.

SmartyGrants

If you have any technical difficulties with logging in, progressing or submitting your application, please contact *SmartyGrants* on 03 9320 6888 or by email service@smartygrants.com.au.

8 Application checklist

- read and understand these Grant Program Guidelines
- develop your funding proposal
- complete the online application form
- read and understand the terms and conditions
- submit your application.

9 Assessment process

This is a competitive grants process, and lodging an application does not guarantee that funding will be approved.

Eligibility check

The department will review all submitted applications against the eligibility criteria to confirm that the applications meet the eligibility criteria and are able to be further assessed.

Assessment

A panel of Queensland Government officers will assess eligible applications against the assessment criteria and make recommendations for allocation of the grant funding. The recommendations are submitted to a decision-maker with appropriate authority.

In assessing your application, the department may also take into consideration local need, existing age-friendly activities and the geographical spread of proposed activities detailed in applications to ensure maximum coverage across the state.

Your application will be considered on its merits, based on:

- whether it meets the objectives of the grant funding;
- how well it meets the criteria;
- how it compares to other applications; and
- value for money.

The panel may seek further details or clarification during the assessment process.

Recommendations for funding are forwarded to the Director-General for the Department of Families, Seniors, Disability Services and Child Safety for consideration and approval.

Applicants notified of outcome

All applicants will receive formal notification of the outcome of the application following the finalisation of the assessments.

Applicants may request feedback on their grant application up to four weeks after being notified of the outcome.

10 Successful grant applications

Successful applicants will receive an approval letter advising of the approval and the amount of funding approved.

The approval letter will reiterate the terms and conditions of funding. No payment for the activities, in part or in full, can be made without confirmation the funding has been approved, notwithstanding the allowance of retrospective payments.

Successful applicants will be required to:

- enter into a service agreement. Please view the department's agreement templates at [Streamlined agreements - Department of Families, Seniors, Disability Services and Child Safety](#)
- comply with the requirements and conditions within the Service Agreement, including reporting.

The department must execute a service agreement with you before any payment can be made.

Successful applicants will be required to report through the department's reporting system. Further reporting information will be provided in the service agreement.

After approval, successful applicants will be paid in quarterly instalments based on performance following submission of a successful progress report.

11 Feedback

Complaints should be directed to feedback@dcssds.qld.gov.au.

We are committed to effective complaints management and will deal with all complaints against our actions, decisions, or officers' conduct in a responsive, confidential, and fair manner. Please refer to the compliments and complaints section at the Department of Families, Seniors, Disability Services and Child Safety [Compliments and complaints](#)¹.

12 Privacy

We treat your personal information according to the *Information Privacy Act 2009*. This includes letting you know:

¹ Compliments and Complaints website: <https://www.dcssds.qld.gov.au/contact-us/compliments-complaints>

- what personal information we collect;
- why we collect your personal information; and
- who we give your personal information to.

In submitting a grant application, you agree to the Queensland Government collecting your personal information, including your name, contact details and role in the local government council, so we can assess your application and for the purpose of grants administration. If you do not provide this information, we cannot assess your grant application.

The Queensland Government may also use and disclose information collected about you under this grant in any other Queensland Government business or function. This includes disclosing grant information on the department's website and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us in your application, including personal information, with other State entities, the responsible Minister and their staff, and with Members of Parliament, for other purposes including government administration, research or service delivery, or as otherwise authorised or required by law.

13 Further information and assistance

Information about the grant program can be found at: [Funding and investment opportunities - Department of Families, Seniors, Disability Services and Child Safety \(dcssds.qld.gov.au\)](https://dcssds.qld.gov.au/funding-and-investment-opportunities)

Questions about the grant program can be directed to: seniors@dcssds.qld.gov.au.

Questions about *SmartyGrants* can be directed to: service@smartygrants.com.au.

Please refer to the [SmartyGrants—Help Guide for Applicants](#)² for assistance on completing your application form.

14 Conditions governing grant process

14.1 No legal relationship

No legal or other obligation shall arise between an Applicant and the department in connection with this grant process or any associated negotiation, unless and until a formal contract has been signed by both parties.

14.2 Reservation of rights

Notwithstanding any provision of this grant to the contrary, the department may conduct the process for the assessment of the Applications in such manner as it thinks fit and the department reserves the right, in its absolute discretion and at any time, to:

1. change the structure, procedures, nature, or timing of the grant process;
2. vary or amend its Assessment Criteria without notification;

² SmartyGrants—Help Guide for Applicants: <https://applicanthelp.smartygrants.com.au/help-guide-for-applicants/>

3. take into account any information from its own and other sources in evaluating an application;
4. give more weight to any one or more of the Assessment Criteria over other criteria and consider relative trade-offs between criteria;
5. alter the terms of participation in the grant process;
6. question any Applicant, including to invite presentations from any Applicants or engage in an interview with any Applicant (including without limitation in order to clarify any matter relating to the Applicant's Application);
7. conduct due diligence investigations in respect of any Applicant;
8. draw on outside expertise as required;
9. request further information from any Applicant;
10. terminate further participation in the grant process by any Applicant;
11. refuse any particular Applicant entry to the grant process;
12. allow further Applicants to participate in the grant process;
13. terminate or reinstate the grant process;
14. extend the closing date and time;
15. allow the withdrawal or addition of any Applicant;
16. conduct negotiations with any one or more Applicants after the Applications have been lodged;
17. consider or accept an application which does comply with the requirements of this grant or is non-conforming;
18. reject any Application or all Applications for any reason;
19. publish the names of Applicants and preferred Applicant;
20. take such other action as it considers in its absolute discretion appropriate in relation to the grant process;
21. refuse to consider any non-conforming Application or Applications that do not meet the Eligibility Criteria; and
22. not provide Applicants with any reason for any actions or decisions it may take, including in respect of the exercise by the department of any or all the above-mentioned rights.

14.3 Acceptance of conditions

In applying, Applicants are deemed to have accepted these conditions.

14.4 Governing law

This grant process is governed by the laws applicable in Queensland.