

## 2.4 Community Grants Scheme

**Policy** In recognition of the pivotal role that community groups and organisations play in developing vibrant and diverse communities, Council is committed to the provision of support and assistance through the Shire of Dalwallinu Community Grants Scheme. The Shire will make available a provision of \$20,000 in its annual budget. Community grant funding will consist of two rounds of funding in each financial year (\$10,000 available each round).

Provision of grants will be solely at the discretion of Council.

**Objective** To provide financial assistance to community based clubs and organisations.

### Guidelines

#### **Application**

1. Applications, in writing, to be received and approved prior to commencement of the project;
2. Applicants to provide full details of the project and financial documentation of the actual or estimated cost;
3. Only one application for assistance towards one project will be assessed each financial year for the provision of minor sporting, recreation cultural or other project;
4. The applicant organisation must operate from the Shire of Dalwallinu and beneficiaries must be residents of the Shire of Dalwallinu;
5. Only groups who can demonstrate that they are a not for profit community organisation will be considered eligible for funding.

#### **Funding amounts**

For funding requests over \$500, a copy of your group's current financial statement must be attached;

1. Grants will be up to a maximum of 50% of total costs net of other grants, subsidies and donations;
2. The value of in kind work undertaken by volunteers may not exceed one third of the completed value of the project. The voluntary work should be described and valued at a rate of no more than \$20 per hour.



### **Retrospective Funding**

1. No application for retrospective funds will be considered as part of this grant scheme;
2. Projects are not to commence before the announcement of successful applicants.

### **Eligible Projects**

Projects will be considered if they can demonstrate that:

1. All other potential funding sources have been sought, and/or
2. They are able to demonstrate benefit to the wider community and/or
3. Provide benefit to Shire residents through recreational, social or cultural means.

### **Ineligible Projects**

Some projects will be considered ineligible for funding through this scheme. These include:

1. Any project which is deemed by Council to be of direct benefit of a business, person or any other profit making venture, or any government department or agency (school P&C groups are excepted);
2. Projects that have already commenced;
3. Projects that cannot demonstrate a contribution by the group, organisation or community which will benefit from the granting of funds for the project;
4. Salaries or recurrent operational costs;
5. Any project submitted from a religious group, for a religious purpose or for the provision or improvements of religious infrastructure.

### **Other conditions**

1. Council reserves the right to consider and allocate funds without the right of appeal.
2. Council reserves the right to request further information.
3. All applicants will be advised, in writing, of the success or otherwise of their application within one month of Councils decision.

### **Advertising**

The Community Grants Scheme will be advertised to coincide with the opening of each funding round. The advertisement will be placed on



the Shire website and advertised in the Shire Newsletter, Totally Locally and Kalannie Kapers.

### **Funding agreement**

If the organisation is successful in gaining grant assistance it will be expected to enter into a funding agreement. This will require the organisation to:

1. Adhere to the project budget as stated in the application. Significant variations need to be reported to the Economic & Community Development Officer as soon as they are known to the organisation;
2. Expend the funds made available only on the agreed project, event or activity;
3. Provide the Shire with a statement of expenditure certified by the organisation’s President and Treasurer, and copies of relevant invoices on completion of the project, so that the approved funding can be reimbursed to the organisation. If the group are registered for GST, a tax invoice will be required;
4. Acknowledge the funding provided by the Shire;
5. Indemnify the Shire insofar as any activities relevant to the funding are concerned.

### **Acquittal**

All grants are to be acquitted by **31 May** of each financial year. If this date is not achievable, the group must notify the Economic & Community Development Officer.

If the organisation is unable to acquit by 31 May, they **MUST** contact the Shire to request that the funds be carried over to the next financial year.

Person Responsible	Economic & Community Development Officer
History	Reviewed April 2016 Reviewed April 2017 (M8814) Reviewed March 2018 (M9129) Reviewed March 2019 (M9342) Reviewed May 2020 (M9556) Reviewed March 2021 (M9688) Reviewed March 2022 (M9885)

