



Community Grants

Policy type	Council
Adopted by	Moirashire Council
Responsible director	Community Sustainability
Responsible officer	Manager Community Development
Date adopted	17 October 2011
Scheduled for review	17 October 2013

PURPOSE

To provide a grant program that strengthens the involvement of community groups in the planning, management and provision of services and facilities.

SCOPE

This policy applies to the allocation of funding for community groups through Council grants.

DEFINITIONS

Community Group

A “not for profit” group or organisation with an open membership to residents of Moirashire.

POLICY

1. About the Community Grants program

- 1.1. In recognition of its role as a major provider of funding for community groups Council will endeavour to allocate funding during the budget process each year.
- 1.2. The program seeks to:
 - (a) Support community group projects which provide diverse and effective local services and activities.
 - (b) Support local action plans resulting from the community development process.
 - (c) Contribute to as many projects and services as possible.

2. Grant categories

Funding will be allocated under the following two categories and be distributed over three funding rounds during a financial year.

2.1. Small Grants

The first two funding rounds will cater for smaller projects, with a general limit of up to \$2,500 per application. Council will determine the total amount of funding provided in its annual budget deliberations.



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2.2. Community Assistance Grants

The last funding round in the year will cater for larger capital works type projects, with a general limit of up to \$15,000 per application. Council will determine the total amount of funding provided in its annual budget deliberations.

3. Funding Criteria

3.1. All applications will be assessed against the following funding criteria:

- (a) Identified community need.
- (b) Community support and consultation.
- (c) Meets Council Plan strategies.
- (d) Clearly identified project scope and outcomes.
- (e) Addresses safety and risk issues.
- (f) Demonstrates confirmed funding.
- (g) Involves a range of stakeholders.
- (h) Clearly defined project management.
- (i) In-kind contributions (voluntary labour or goods and services).
- (j) Maximises use of the facility / service.
- (k) Benefits traditionally disadvantaged persons.
- (l) Increases community involvement and participation.
- (m) Previous funding, equity and alternative funding options available.

3.2. Applications for mobile or portable objects which do not have a permanent fixed position must have a minimum cash contribution of 50%.

4. Funding Exclusions

Council will not fund:

- (a) Groups that request funding for a service or project that is, or was, previously the responsibility of another government sector.
- (b) Groups which are not incorporated.
- (c) Groups which do not have an Australian Business Number (ABN).
- (d) Politically based organisations or those who operate principally as a pressure group.
- (e) Projects that are clearly a duplication of existing services.
- (f) Groups that have not satisfactorily acquitted all previous grants or sponsorships.
- (g) Individuals
- (h) Groups which are in debt to Council.
- (i) Groups that receive direct income from electronic gaming machines.

5. Application Process

5.1. Funding rounds will be advertised in local newspapers and on Council's website.

5.2. Funding guidelines and an application form will be provided to applicants.



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6. Evaluation of Applications

- 6.1. Applications received from funding rounds will be:
 - (a) evaluated by a panel and scored against the funding criteria; and
 - (b) ranked in order of score, with a cut off point determined by the amount of funding available.
- 6.2. A report on applications received during the funding round will be prepared for Council determination on the allocation of grant funding.
- 6.3. Council reserves the right to fund any project at its sole discretion.

RELATED POLICIES

Budget Preparation and Financial Reporting
Council Policy Protocol
Event Sponsorship

RELATED LEGISLATION

Local Government Act 1989

REFERENCES

Small Grants Scheme Funding Guidelines, Moira Shire Council
Community Assistance Grants Scheme Funding Guidelines, Moira Shire Council

REVIEW

This policy will be reviewed two years from the date of adoption, with operational amendments as required, in accordance with Council's approval.