

## BARCOO SHIRE COUNCIL POLICY COMMUNITY GRANTS

Policy Number: BSC-007	Version: 4
Classification: Statutory	Section: Community & Development - Community Spirit
Date Adopted by Council: 21.03.2018	Resolution Number: 2018.03.13
Responsible Officer: Manager HR Communications and Governance	<p>Review: Note: This Policy is reviewed when any of the following occur:</p> <ol style="list-style-type: none"> <li>1. The related information is amended or replaced.</li> <li>2. Other circumstances as determined from time to time by the Chief Executive Officer.</li> </ol> <p>Notwithstanding the above, this Policy is to be reviewed at intervals of no more than two years.</p>
Legislation: <i>Local Government Act 2009; Local Government Regulation 2012;</i>	

### OBJECTIVE

This policy will provide a structure for allocating grants to community organisations that is open, transparent, legal, and equitable, is compliant with *Local Government Regulations 2012* sections 194 and 195, and furthers the aims of Barcoo Shire Council's Corporate Plan.

### POLICY STATEMENT

Barcoo Shire Council will allocate grants to community organisations which meet the eligibility criteria and where it can be shown that there is/will be a benefit to the community. The recipient organisation must provide a satisfactory acquittal of the funds allocated, within 30 days of completion of the project, if the funding is in cash.

### DEFINITIONS

A **Grant** is a non-repayable monetary or in-kind contribution made to eligible organisations for a specific purpose.

### PROCEDURE

Community grants can include:

- A direct cash grant
- Assets given to community organisations
- Concessions for community organisations for a service or product
- Sponsorship of an event or part of an event
- Waiver of fees and charges for a service or product.

*Note: This policy does not apply to the awarding of grants under the Regional Arts Development Fund (RADF) or any other state, federal or private sector grant program.*

The Community Grants Program will be advertised in each financial year. Additional information about the Grants Program can be sought from the Grants Officer.

A community organisation, group or club is eligible for the **Grants Program** if it is:

- A not-for-profit incorporated organisation
- A community group or club sponsored by a not-for-profit incorporated organisation located in the Barcoo Shire Council area

Applications for cash contributions must be submitted on the *Community Grants Application Form* and will be assessed by the whole Council, on the following criteria:

- Direct or indirect benefit to residents of Barcoo Shire Council area
- Response to demonstrated and/or identified need
- Demonstrated ability of the organisation to manage the project
- Value for money-quotes and budget with provided
- Contribution, including in-kind, by the applicant organisation
- Evidence of detailed planning for the project.

Applications made for in-kind support, for example labour assistance or plant and equipment usage, should be submitted using the Community Grants Application Form, and should list all events being held in that year for which assistance is sought. All labour and plant usage will be recorded, and final cost assistance provided will be advised to the organisation.

Applicants will be notified in writing of the outcome and any conditions of the grant. If, as is sometimes the case, only a percentage of the funding requested is awarded, Barcoo Shire Council will consult the organisation to ensure that partial funding will not be detrimental to the project as a whole.

Unsuccessful applicants may seek feedback from Barcoo Shire Council.

All funds must be spent within twelve (12) months of receiving a cash grant and a report and financial acquittal provided to Council within thirty (30) days of the end of the project. Failure to do so may result in future applications being rejected.

#### **ASSOCIATED DOCUMENTS AND POLICIES**

*Community Grants Application Form*

*Community Grants Acquittal Form*