
Community Grants Policy

CONTROL:

Policy Type:	Community
Authorised by:	Council
Head of Power:	Local Government Regulation 2012 - Section 195
Responsible Officer:	Tourism and Events Manager
Adopted / Approved:	November 20 2017; Minute No. 2017.11.20-OM-7
Last Reviewed:	November 2017
Review:	November 2019
Version:	3

1. INTRODUCTION

1.1 PURPOSE:

To meet Councils statutory requirement and to provide a clear process for allocating Council support (cash and in-kind) under the Community Grants Program.

1.2 POLICY OBJECTIVES:

To provide a merit based framework for applicants and assessors that enables council to allocate support according to eligibility and criteria as stated in this policy.

1.3 COMMENCEMENT OF POLICY:

This Policy will commence on adoption. It replaces all other specific community grant policies of Council (whether written or not) including;

Donations & Grants to Community Organisations

1.4 SCOPE:

This Policy relates to all expenditure by Council to eligible applicants, in the form of cash or in-kind support, through the Community Grants Program.

2. POLICY

2.1 CONTEXT:

Council is required under Section 195 of the *Local Government Regulation 2012* to adopt a Community Grants Policy. Community grants provide a mechanism by which Council can allocate funding to eligible individuals, community groups and organisations for projects and purposes which are in the public interest and provide local community benefit within Diamantina Shire.

Community Grants may be initiated by Council, or managed by Council on behalf of another organisation or agency. Council support through this program will have clear and accountable criteria, monetary value, and reporting requirements.

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2.2 POLICY STATEMENT:

Council will provide support to individuals, community groups and organisations who meet the eligibility criteria stated, for projects and purposes which are in the public interest, and provide local community benefit within Diamantina Shire.

3. STANDARDS AND PROCEDURES

3.1 FUNDING CATEGORIES

Funding through Councils Community Grants program is divided into the following categories;

3.1.1 Grants

- Funding for a specific purpose where the criteria may be entirely, or in part, determined by an external organisation. The application criteria and amount of funding available in this category is partly determined by the external organisation/s.

3.1.2 Donations

- An unconditional gift from council in the form of cash or in-kind support. The amount of funding available in this category is determined in Councils budget.

3.1.3 Sponsorship

- A formal reciprocal arrangement between an individual, group or organisations which can include cash or in-kind support in return for Council to be associated with the applicants name, product, or service. The amount of funding available in this category is determined in Councils budget.

3.1.4 Event Support

- A formal calculation of, and request for, support for a specific purpose or event. The amount of funding available in this category is determined in Councils budget.

3.2 ELIGIBILITY CRITERIA

To be eligible to apply for funding through the Community Grants Program the applicant must;

- Be a not-for-profit individual, community group or organisation based in Diamantina Shire; or
- Be a not-for-profit individual, community group or organisation based outside Diamantina Shire providing a particular activity or event which will have a significant positive impact on Shire residents; and
- Have no outstanding payments or reporting owed to Council.

Applications for retrospective funding will not be considered.

Applicants must be incorporated or sponsored by an incorporated organisation.

3.3 FUNDING ROUNDS

- 3.3.1 The opportunity to apply for grants will be available once a year, and will be promoted through the Community Newsletter and Community email groups.

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Advertising	Closing Date	Notification to Applicants
February	March	April

3.3.2 Consideration will also be given to grants outside of the advertised grant round. This will be on a case by case basis and there is no guarantee that there will be funds available. Applicants are strongly encouraged to apply during the advertised grant period.

3.4 ASSESSMENT CRITERIA

Applications will be assessed on the following criteria;

- The degree to which the project/purpose is in the public interest;
- The degree to which it provides local community benefit within Diamantina Shire;
- The degree to which it meets specific grant criteria (where applicable);
- Demonstrated community need for the project/purpose;
- The amount of support (cash & in-kind) committed by the applicant;
- Availability of budgeted funds for the Program.

4. REFERENCE AND SUPPORTING INFORMATION

4.1 DEFINITIONS:

To assist in interpretation, the following definitions shall apply:

Word / Term	Definition
Council	means Diamantina Shire Council.
the Program	means Community Grants Program.

4.2 RELATED POLICIES, LEGISLATION AND DOCUMENTS:

Links to supporting documentation
Community Grants Program - Fact Sheet
Community Grants Program - Application Form
Community Grants Program - Budget Sheet
Local Government Regulation 2012, section 195

4.3 VERSION CONTROL:

Previous Version Number	Adopted/Approved Date
Version 1 - Original	Minute No. 2015.07.20-OM-7

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Version 2	March 14 2016, Minute No. Minute No. 2016.03.14-OM-4
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