

2018/19 COMMUNITY GRANTS GUIDELINES

The Town of Gawler, through its Community Grants, aims to encourage community development by supporting a range of cultural and community projects, events and activities occurring within the Town of Gawler.

The information contained within this document outlines the types of projects and activities that will be considered for funding under the Community Grants. Eligible groups and organisations are invited to apply for up to **\$1000** to assist with community-focused projects and activities.

Objectives

- Stimulate community development through support of groups and organisations that are delivering community projects, events and activities within the Town of Gawler.
- Foster or provide new services, initiatives and resources to address the needs of the local community.
- Create opportunities that develop the knowledge, skills and confidence of community members of all ages.
- Encourage increased participation in local community and cultural activities, building a greater sense of community pride.
- Recognise the importance of heritage conservation within the Town of Gawler.

Examples of Projects

Projects can include activity in the following areas:

- Health – supporting a healthy community through awareness, service provision and activities, for example, community health forum, purchase of mobility equipment.
- Recreation and Sport – supporting local individuals, clubs and organisations in the area of sport and recreation, for example, purchase of sporting equipment, uniforms, development of sporting or storage facilities.
- Community Development – addressing social justice, crime prevention, information, volunteering, employment and training, emergency relief, planning, social inclusion for the Gawler community, for example, community organisation website development, educational activities for marginalised community groups.
- Arts and Culture – encouraging artistic expression and activity or creating opportunities for the awareness and celebration of cultural diversity, for example, an art exhibition, writing workshop.
- Environmental – promoting the importance of eco-efficient practices or practices that conserve and celebrate our heritage, for example, celebration/promotion of a heritage place, promotion/display of environmentally sustainable activity/organisation.

Eligible Criteria

- Incorporated bodies, not for profit community groups, non-government organisations and individuals within the Town of Gawler, that satisfy the guidelines, are eligible to apply.
- Projects and activities of national and/or international significance that are an initiative of an incorporated body or not for profit community group that will benefit residents in the Gawler area.
- It is expected that applicants will meet at least 50% of the project or activity cost. This can be by way of in-kind support.
- Please note that if the requested funds are only part of the total required, details of how the balance will be raised will need to be provided.

Non-Eligible Criteria

- Organisations or individuals that are seeking commercial gain from the project (either directly or indirectly).
- The application must not come from a commercial enterprise.
- Organisations or individuals that have outstanding acquittals and/or associated documents for any previous Council grant funding.
- Monies already spent or funding of existing debts or shortfalls.
- Salaries (initial or ongoing).
- Fundraising purposes.
- Ongoing operational costs.

Conditions of Application

- No more than one (1) application can be submitted per organisation, group or individual.
- Applications must be made on the current Council Community Grants application form.
- All questions on the form must be answered.
- The application must clearly outline the involvement of, and benefit to, the Town of Gawler or the national/international community as appropriate.
- The application must come from an eligible body with a formal structure capable of responsible management of funds received; or an individual with demonstrated accountability procedures.

2018/19 COMMUNITY GRANTS GUIDELINES

- Grants are considered to be a donation and will not incur GST.
- In order to assist as many groups as possible, grants will not normally exceed \$1000 and applications for lesser amounts are encouraged. Some projects may be funded for a greater amount but this is dependent on the number of applications received and the amount of funds available.

Conditions of Accepted Application

- Funded projects and activities are expected to be completed within 12 months of the funding being received.
- If the project is cancelled or cannot be realised within 12 months of receiving the grant, the funds are to be returned to Council. Special circumstances will be considered.
- Council reserves the right to photograph the project and document the project for unlimited use in publications, website and social media that promotes the Town of Gawler.
- Appropriate acknowledgement of Council support should be given on relevant promotional materials.
- At conclusion of the project, a brief written assessment and expenditure statement is to be provided using the Council Grant Acquittal form.

Assessment of Application

Each application will be assessed on merit by a Council appointed panel. Final decisions on all applications are at the discretion of Council.

Priority will be given to projects and activities that:

- Have not received funding in the previous round of Community Grants.
- Address high areas of need, particularly those identified in Council or regional plans.
- Have long term benefits to the community.
- Are innovative and responsive to the brief.
- Demonstrate cooperation and encourage participation.
- Have a clearly defined plan outlining key outcomes.
- Promote community partnerships
- Encourage participation, activation and community pride.
- Are able to be realised within budget and timeframes.

Submitting an Application

A new application form is required for each funding round and each individual project or activity must be on a separate application form.

The current Community Grants application form can be downloaded from the Town of Gawler website: www.gawler.sa.gov.au

A hard copy application can be posted by contacting Council's Community Development Officer on 8522 9208 or email communitygrants@gawler.sa.gov.au

Applications must be properly completed and successfully received by 5pm, Friday 21 September, 2018.

It is the responsibility of the applicant to ensure that the application form, along with all other relevant documentation, is properly completed and successfully submitted before the deadline. An acknowledgement will be provided on receipt of applications and it is the applicant's responsibility to contact Council if an acknowledgement is not received. No late applications will be accepted.

All applicants will receive written notification via mail or email regarding the outcome of their application.

Successful applicants will be invited to attend a presentation of the grant cheque.
Applications can be submitted via email to: communitygrants@gawler.sa.gov.au

Or posted to: Community Development Officer
Town of Gawler
PO Box 130
Gawler SA 5118

APPLICATIONS CLOSE: 5pm, Friday 21 September, 2018 NO LATE APPLICATIONS WILL BE ACCEPTED

Enquiries to Community Development Officer: 8522 9208 or communitygrants@gawler.sa.gov.au