

<b>Section Number:</b>	<b>5. Library and Community Services</b>
<b>Policy Name:</b>	<b>Community Grants</b>
<b>Classification:</b>	<b>Public – Council Policy</b>
<b>Adopted:</b>	<b>22 March 2016</b>
<b>Frequency of Review:</b>	<b>Biennial</b>
<b>Last Review:</b>	<b>June 2018</b>
<b>Next Review Due:</b>	<b>March 2022</b>
<b>Responsible Officer(s):</b>	<b>Manager Library and Community Services</b>
<b>Policy and Code of Practice Manual File Ref:</b>	<b>CC10/2601</b>
<b>Council File Reference:</b>	<b>CR18/52600</b>
<b>Legislation Authority:</b>	<b>N/A</b>
<b>Related Policies and Codes:</b>	<b>Hire of Council Owned Facilities</b>
<b>Related Procedures:</b>	<b>N/A</b>

## 1. BACKGROUND

- 1.1 This policy provides an equitable framework for Council to support not for profit community groups and organisations with financial assistance to develop and implement a wide range of community and cultural development opportunities that promote active community participation and enhance the wellbeing of the Gawler community.
- 1.2 The Policy Aim is to encourage and assist community groups and organisations in the planning, coordination and delivery of community services and activities that benefit the Gawler community.

## 2. PURPOSE

- 2.1 The Community Grants Policy aims to:
- 2.1.1 Stimulate community development through support of groups and organisations that are delivering community projects, events and activities within the Town of Gawler;
- 2.1.2 Foster or provide new services, initiatives and resources which address the needs of the local community;

- 2.1.3 Create opportunities which develop the knowledge, skills and confidence of community members of all ages;
- 2.1.4 Encourage increased participation in local community, cultural and recreation activities, building a greater sense of community pride; and
- 2.1.5 Recognise the importance of heritage conservation within the Town of Gawler area.

### 3. ELIGIBILITY

- 3.1 Incorporated bodies, not for profit community groups, non-government organisations and individuals within the Town of Gawler who satisfy the guidelines (refer [www.gawler.sa.gov.au/communitygrants](http://www.gawler.sa.gov.au/communitygrants)).
- 3.2 Projects and activities of national and/or international significance that are an initiative of an incorporated body or not for profit community groups that will benefit residents in the Gawler area.
- 3.3 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.
- 3.4 Priority will be given to organisations which did not receive funding in the previous round of community grants.

### 4. EXCLUSIONS / IN-ELIGIBILITY

- 4.1 Town of Gawler will not provide grants for:
  - 4.1.1 Organisations or individuals that are seeking commercial gain from the project (either directly or indirectly).
  - 4.1.2 Applications from a commercial enterprise.
  - 4.1.3 Organisations or individuals that have outstanding acquittals and/or associated documents for any previous Council grant funding.
  - 4.1.4 Monies already spent or funding of existing debts or shortfalls.
  - 4.1.5 Salaries (initial or ongoing).
  - 4.1.6 Fundraising purposes.
  - 4.1.7 Ongoing operational costs.
- 4.2 Generally, Council will not accept applications from:
  - 4.2.1 Government organisations.
  - 4.2.2 Previous grant recipients who have not fulfilled the conditions of their particular grant.
  - 4.2.3 Non-conforming applications (where applicants have not provided all of the required supporting documentation).
- 4.3 This Policy does not apply to any requests for corporate sponsorship as may be received by the Council.

## 5. ALLOCATION OF GRANT

- 5.1 Council may allocate up to \$1,000 per application from the Community Grants budget.
- 5.2 The call for applications will be made once per annum.
  - 5.2.1 Notification will be advertised at the opening of the grant round.
  - 5.2.2 Applications will close a minimum of four (4) weeks of being advertised.
  - 5.2.3 A Grant Selection Panel appointed by Council will review applications and make recommendations to the next scheduled normal meeting of the Corporate and Community Services Committee for endorsement.
- 5.3 Successful applicants will be required to spend the grant funds within 12 months from the start of their project or activity as indicated in their grant application form.
- 5.4 A written Community Grants Acquittal form outlining the outcomes of the project or activity and how the grant funds were expended must be provided to Council within three months of the completion date of the project or activity.

## 6. REVIEW AND EVALUATION

The effectiveness of this Policy will be reviewed on a biennial basis.

The Chief Executive Officer will report to Council on the outcome of the evaluation and if relevant make recommendations for amendments, alteration or substitution of a new Policy.

The Policy will not be altered or substituted so as to affect a process already commenced.

## 7. FURTHER INFORMATION

Further information about this Policy can be obtained by:-

Telephone: 8522 9211  
Email: [council@gawler.sa.gov.au](mailto:council@gawler.sa.gov.au)  
Appointment: 43 High Street, Gawler East  
Letter: PO Box 130, Gawler SA 5118

## 8. AVAILABILITY OF POLICY

The Policy is available for inspection during ordinary business hours at the Gawler Administration Centre, 43 High Street, Gawler East or is available on the Council website at [www.gawler.sa.gov.au](http://www.gawler.sa.gov.au).