

**Keywords:** *Community Grants, Sponsorships, Projects, Events, Youth, In-kind support, Community Organisations*

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Responsible Officer(s):	MCD
Council File Reference:	Community Grants
Applicable Legislation:	Local Government Act 1999 Local Government Financial Management Regulations 1999
Related Policies:	This Policy replaces one formally named 'Community Grants Policy'
Related Procedures:	Grants Assessment Guidelines Grant Allocation and Implementation Schedule
Delegations:	Chief Executive Officer

### BACKGROUND:

Each financial year, Berri Barmera Council allocates funds to support local initiatives conducted by non-profit community groups in developing community service projects, community events, social welfare and other community purposes.

These cash and in-kind amounts are allocated towards one-off projects or services on an annual basis as set down by Council within budget constraints.

Through its Community Grants and Assistance Program, Berri Barmera Council provides the opportunity for community groups and organisations to participate in and contribute to the community and cultural life of the District by developing projects, programs and activities that are innovative and offer a sustainable approach to meeting community needs.

Council Programs covered by this policy include:

- 1) Community Development Grants
  - Capital Improvement Grants
  - Community Project Grants
  - Community Events Sponsorship
- 2) Iconic Events Support

### 3) Financial Assistance Program

- Youth Sport and Cultural Donations
- Minor Support Funding
  - Quick Response Donation
  - Organisation Support Donation
  - Services Support Donation

## PURPOSE

To provide financial assistance in a consistent, equitable and transparent manner that meets the requirements of the Local Government Act 1999.

## PRINCIPLES

The objectives of Berri Barmera Council's Community Grants and Assistance Program are to:

- Encourage community led development of services, facilities and events, which meet and enhance identified community needs and objectives of the Berri Barmera Council.
- Promote the active participation of local residents in community initiatives and the development of their skills, knowledge and opportunities.
- Recognise the need for equality of access to services and the need to target particular groups that are under-served when providing assistance.
- Recognise that both cash and in-kind support provided by Council has a financial impact on Council's budget.

Particular interest will be given to projects that address some of Berri Barmera Council's Community support principles:

- We will reward groups that have a strong self help culture to work in partnership to maximise the benefit from limited funds
- We will promote and support Community Events, recognition activities and festivals that bring the community together.
- We will be "Young Family Friendly" with areas and events that support community involvement to make it easier for families to move and stay in the region
- Other Community Goals
  - Support activities for our diverse and aging population
  - Community engagement and involvement
  - Increases in shared facility use and reduction in duplicated services and assets
  - Increased physical activity opportunities, especially non structured recreation infrastructure
  - Community Safety initiatives
  - Sustainable environment activities

## COMMUNITY DEVELOPMENT GRANT OPERATIONS

- The Grants Selection Panel will oversee the Community Development Grants processes, assess the applications, and make recommendations to Council.
- The release date(s), funding limits, criteria and grant documentation shall be reviewed annually by the Manager Community Development (Grant Implementation Guidelines) and endorsed by the Council
- Council will receive and approve the Grants Selection Panel funding recommendations twice per year.
- Applications for Community Development Grants must be submitted on the forms supplied for this purpose.
- The Grants Selection Panel can request additional information be supplied by the applicants at any time.

- Council's Annual Report will contain a summary of expenditure for all grants issued to community organisations
- Unsuccessful applicants will be sent a letter outlining the main reasons that their application was not approved.

## **GRANTS SELECTION PANEL**

The Grants Selection Panel will oversee the Community Development Grants processes, assess the applications, and make recommendations to Council. The Selection Panel shall consist of:

- Mayor (Chairperson)
- A minimum of two Elected Members (appointed by Council prior the first round of the yearly program)
- Senior Staff members (as required - subject to the content of the applications)
- Manager Community Development
- Community Support Officer (Minutes)

Selection Panel voting rights are limited to Elected Members.

## **ICONIC EVENTS SUPPORT GRANT OPERATIONS**

- Iconic events are considered to be free community events that have been running for 3 or more years, provide significant social or economic return and have become imbedded into the districts annual calendar.
- The Council will oversee the Iconic Events Support Grants processes, assess the applications, and approve during its annual Budget deliberations.
- Council will receive and approve the Iconic Events funding applications once per year.
- Applications for Iconic Events Support must be submitted on the forms supplied for this purpose.
- The Council can request additional information be supplied by the applicants at any time.
- Council's Annual Report will contain a summary of expenditure for all grants issued to community organisations

## **FINANCIAL ASSISTANCE PROGRAM OPERATIONS**

- The CEO is delegated to review and approve applications under the Financial Assistance Program.
- The funding limits, criteria and grant documentation shall be reviewed annually by the Manager Community Development (Grant Implementation Guidelines) and endorsed by the Council
- Applications for Minor Support Funding and Youth Sport and Cultural Donations will be received and approved at any time through the year.
- Applications for Financial Assistance may be submitted on the form supplied or via letter, providing the letter addresses all the information required on the application form.
- The CEO can request additional information be supplied by the applicants at any time.
- The Manager Community Development will assess applications to ensure that they meet relevant criteria and appropriate conditions.
- Applicants will be advised of the application outcome as soon as practicable following approval by the CEO.
- Council will be advised of support approved through this process within the monthly activity reports of the Manager Community Development
- Council's Annual Report will contain a summary of expenditure for all sponsorships issued to community organisations

- Unsuccessful applicants will be sent a letter outlining the main reasons that their application was not approved.

## **DELEGATIONS**

The CEO is delegated to review and approve applications under the Financial Assistance Program, under the criteria endorsed by Council in the Community Grants Implementation Guidelines. This program includes applications for:

- Youth Sport and Cultural Donations
- Minor Support Funding

## **VERSION CONTROL**

The electronic version of this policy stored on the website is the controlled version. Printed copies are considered uncontrolled.

Before using a printed copy, verify that it is the current version.

## **LIST OF AMENDMENTS**

*2012 – Inclusion of In-kind assistance*

*2013 – Category and program headings adjusted to create consistency of terms and minor editing.*

*2014 – Minor adjustment to create uniform terms throughout document, inclusion of iconic events support, and update strategic plan links. Inclusion of a statement regarding the content of unsuccessful letters as per Council resolution 3848/14.*

*2015 – Minor editing. Added definition of Iconic Events, inclusion of Iconic Events Support in the Background's list of programs; change of controlled version being located on the intranet to the website*

*2016 – Updating of Strategic Plan outcomes*

*2017 – Minor edits and formatting*

*2018 – Minor reference edits and formatting*