



SHIRE OF WANDERING

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GRANTS

ABN 27 552 059 809

GRANT APPLICATION FORM – Minor Grants (Up to \$2000)

Name of Organisation:	
Type of Organisation: (eg sport and recreation, community based, general interest, health and welfare, religious etc)	
Organisation Membership:	
Nature of service / facility provided:	
Contact Person:	
Position:	
Phone Number:	
Email Address:	
Postal Address:	
ABN:	Are you registered for GST: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Are you incorporated: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date of event or activity:	
Project / Event Title:	
Amount requested:	
Do you require in-kind support: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If so please provide details:	
What is the purpose of your project:	
How will it benefit the Wandering community?	
Applicants financial position:	

Please include a detailed project budget including GST breakdown (on separate sheet if necessary).

Details of applications to other possible funding sources:

Ongoing management:

How will you acknowledge support from the Shire of Wandering?:

Declaration

I acknowledge that:

- I am authorised to make this application on behalf of the organisation.
- The information provided is true and correct.
- I may be required to supply further information to enable consideration of this application.
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol

I give my permission for the Shire of Wandering to promote this grant as part of any communications or public relations activity.

Name:

Signed:

Date:

POLICY TYPE:	COMMUNITY
DATE ADOPTED:	18/07/2019

POLICY NO:	48
DATE LAST REVIEWED:	15/04/2021 17/09/2020 15/04/2021 16/09/2021 21/10/2021 15/06/2023

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Community Funding, Grants and Donations
OBJECTIVE:	<ul style="list-style-type: none"> To provide financial assistance for organisations and/or projects, which benefit the community. To provide guidelines for the consideration and approval, or otherwise, of financial assistance applications. To maintain and build on Wandering’s vibrant community spirit and welfare by providing financial support for local events which involve people coming together in the celebration and enjoyment of their culture or a common interest.

DEFINITIONS

Community Organisation means any organisation which has as its members, members of the Wandering community and which operates on a “not for profit” basis.

Not for Profit means that the proceeds of the organisation are used for the benefit of the organisation and are not available for disbursement to the members of the organisation.

Major Community Grant means any financial assistance grant over \$2,000. Usually provided for the development of a capital works project eg: building construction, major purchase of equipment, ground-works, etc.

Minor Community Grant means any financial assistance up to \$2,000. Usually provided for minor building construction, maintenance or repair, minor projects, equipment purchase, relief from Council fees and charges etc.

GST means the Federal Government’s Goods and Services Tax. Provision of grant funds will be exclusive of GST unless the recipient organisation is registered for GST, in which case the grant amount will be grossed up by 10%.

POLICY STATEMENT

FUNDING ROUNDS

The Community Financial Assistance Program will be open all year round and applications will be considered once each financial year, with the funding being allocated from within Council’s budget for that financial year. The round will be advertised on the 1st of April and close on the 30th May each year and will be considered at the June Council meeting with the project to be completed by the end of June the following year.

Once funds have been fully allocated no further funds will be available until the following financial year

APPLICATIONS

All applications shall be made on the appropriate forms.

MAJOR COMMUNITY GRANTS (\$2,000+)

Major Community Grants may be used for any purpose, but are generally provided for purposes such as building purchase or construction, purchase of equipment, ground-works etc. Applications should address the following criteria:

- a) Type of organisation (eg sport, community, hobby, health and welfare, artistic, religious etc);
- b) Organisation membership;
- c) Nature of service/facility provided;
- d) Project details/planning/design/timing;
- e) Demonstrated need or community benefit;
- f) Financial position of the applicant;
- g) Financial viability of project;
- h) Other financial/in kind contributions;
- i) On-going management;
- j) Existing services and facilities of a like nature, within Wandering;
- k) Provision of quotes (2) for all items greater than \$1,000 in value; and
- l) Provision of a detailed project budget including GST breakdown.
- m) Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- n) Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

MINOR COMMUNITY GRANTS (UP TO \$2,000)

Minor Community Grants may be used for any purpose, including minor building construction, maintenance or repair, equipment purchases or hire, events or functions, relief from Council fees and charges etc.

Applications should address the following criteria:

- (a) Type of organisation (eg sport and recreation, community based, general interest, health and welfare, artistic, religious etc);
- (b) Organisation membership;
- (c) Nature of service/facility provided;
- (d) Demonstrated need or community benefit;
- (e) Applicant's financial position;
- (f) Purpose of the grant; and
- (g) Provision of a detailed project budget including GST breakdown.
- (h) Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- (i) Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

WHAT IS NOT FUNDED

- (j) Ongoing expenditure in the form of operating or administrative costs.
- (k) Applications that are insular or of self-interest.
- (l) Applications that benefit personal business aspirations.
- (m) Purchase of alcohol.
- (n) Projects whose goals or strategies are not included within the Shire of Wandering Community Strategic Plan.
- (o) Applications for projects outside the Shire of Wandering.

CONDITIONS AND REQUIREMENTS

Groups, individuals, organisations or clubs are not to expect, as of right, any financial assistance from the Council. Requests will only be considered in respect to the overall priorities of other projects within the Shire and will also be subject to the availability of finance.

Financial assistance approvals shall be administered in accordance with the following:

- (p) Project must commence and be completed in the financial year for which funding has been approved. Funds not expended by the end of the financial year in which they were approved, may be forfeited, unless a deferment has been requested by the Grantee.
- (q) Where financial assistance is approved by Council for projects that are dependent upon funding from an outside source, eg: Sport and Recreation WA; Lotteries Commission etc, and that funding application is unsuccessful or the level of financial assistance from an outside source has been reduced below that requested by an organisation, the organisation shall be required to demonstrate its ability to meet the funding shortfall.
- (r) Council may restrict its contribution to the project or event on a case by case basis.
- (s) 50% of the approved grant will be paid on approval of the project and the balance following successful acquittal of the project.
- (t) Prior approval must be sought for any substantial change of proposal.
- (u) Acquittal of the grant funds must be submitted to the Shire in a timely manner.
- (v) Acknowledgement that "This project was made possible through financial assistance from the Shire of Wandering" must be made in all publicity associated with the project. Use of the Shire of Wandering logo is encouraged in all promotional material.