

2020-21 Community Development and Events Grant Guidelines



Purpose

The 2020-21 Community Development and Events Grants are open to community-based, volunteer and not-for-profit organisations to support the delivery of projects and events that foster community resilience, connection and wellbeing, aligning with the Shire's Community Strategic Plan 2036, Key Result Area 2: "Welcoming, Inclusive and Healthy Communities".

The Grants have been established by combining funds from the Shire's annual Community Development Fund and Events Sponsorship Program.

Categories and Priorities

Two funding categories are available, and applicants must address at least one priority within a category.

Category 1: Community Development and Events Grants (\$2,000-\$15,000) Applications close 4pm Thursday, 10 September 2020

Category Priorities

- Celebrates and respects local identities, diversities, arts and culture, natural environment, values and histories
- Delivers affordable all age events that encourage active, healthy and safe lifestyles
- Facilitates access and inclusion for all community members
- Contributes to lifelong learning
- Supports youth leadership and engagement
- Strengthens community wellbeing, promote participation and encourage volunteering

Category 2: Easy Grants (Under \$2,000) Open for the duration of 2020-21 or until all funds are allocated

Category Priorities

- Purchase of equipment up to \$1,000 (excluding uniforms)
- Access to training and professional development for volunteers
- Minor events/activations that encourage people to participate, connect or buy local e.g. pop up, creative activities and temporary installations
- Neighbourhood projects or events that help to build/support connections/networks

Eligibility

Grants will be considered for:

- Incorporated community-based volunteer and not-for-profit organisations
- Projects/events that take place within the boundaries of the Shire of Augusta Margaret River
- Projects/events that address at least one priority within a category, outlined in the guidelines.

Please note: Community groups and organisations not incorporated can apply. However, will need to be sponsored by a not-for-profit organisation that is incorporated to receive funds and sign the funding agreement on their behalf, if successful. Written confirmation from the sponsoring organisation must be submitted with your application.

Grants will NOT be considered for:

- Educational institutions
- Associations and groups requiring uniforms
- Salaries and recurrent operational costs
- Capital or ongoing maintenance works
- Projects/events that are already funded by an existing service agreement with the Shire
- Deficit funding for groups/organisations experiencing a shortfall in cash, revenue or anticipated revenue
- Applicants who have not acquitted previous grant funding
- More than one application per group/organisation within a category
- Category 1 projects/events that start before 1 November 2020.

Assessment Criteria

The Shire is committed to ensuring the assessment process is fair and equitable. Applications will be assessed in a competitive environment against all completed applications received.

Funding will be allocated to the highest-ranking projects which satisfy the assessment criteria as follows:

- Meet the funding eligibility requirements
- Demonstrate an identified need for the project/event
- Demonstrate that project/event is well planned, has sound objectives and is feasible
- Identify the desired key objectives/outcomes the project/event will it have on the local community
- The applicant has considered how they will acknowledge the Shire in all advertising related to the grant
- Does the project/event aim to minimise environmental impacts?
- Does the project/event comply with relevant legislation and Shire policies?

Additional considerations include:

- Is the applicant supporting the project/event with own funds and/or in-kind contributions and/or seeking funding support from other sources?
- Has the applicant received a Grant from the Shire previously? *If so, new applicants will be considered more favourably*
- Is the Shire already providing the applicant with financial assistance? *If so, other applicants will be prioritised*
- Is there a geographic distribution among applications of a similar standard?
- Is there a demographic distribution among applications of a similar standard?

Please note: Applications that do not address the requirements of the application form will not be assessed.

Conditions of Funding

Successful groups/organisations will be required to:

- Only use the funds for the purpose/s indicated in the application;
- Spend all funds and return any unspent funds to the Shire by 30 June 2021;
- Ensure that the project/event complies with relevant legislation and Shire policies;
- Acknowledge the Shire's support in all advertising related to the grant including; newsletters, invitations, posters, flyers, banners, online content, social media, speeches, newspaper articles and radio;
- Contact the Shire for a copy of the Shire's logo; and
- Submit an Acquittal Form one month after the conclusion of the funded project/event.

Application and Acquittal Process

Grant Assessment and Award

1. Applications will be reviewed in line with the 2020-21 Community Development and Events Grant Guidelines by a Shire Grant Assessment Team.
2. All applicants will receive an email notifying them of the outcome of their application.
3. Successful Category 1 applicants in will receive grant money approx. mid October 2020.
4. Successful Category 2 applicants will receive grant money approx. within four (4) weeks of submitting their application.

Grant Acquittal Process

- Submit an Acquittal Form within a month of completing the funded initiative;
- Demonstrate the outcomes of the funded project/event;
- Submit all invoices and receipts showing how the funds were spent; and
- Submit evidence of how you have acknowledged the Shire.

Application Assistance

Applicants are encouraged to contact the Shire to discuss their application before submitting.

For assistance contact: Kim Rosenfeld, Community Development Officer
Phone: (08) 9780 5233
Email: krosenfeld@amrshire.wa.gov.au

or

Community Development Team
Phone: (08) 9780 5255
Email: communitydevelopment@amrshire.wa.gov.au

For permits to comply with relevant legislation and Shire policies contact:

Catherine Gardiner, Events Officer
Phone: (08) 9780 5266
Email: cgardiner@amrshire.wa.gov.au

Submitting Your Application

Applications must be submitted by completing an Application Form.

Application Forms are available in hard copy should it be required.

Completed applications must be submitted to the Shire by:

Email:	amrshire@amrshire.wa.gov.au
Post:	Chief Executive Officer Shire of Augusta Margaret River PO Box 61 Margaret River WA 6285

Applications Close

Grant Category 1: **4pm Thursday, 10 September 2020**

Grant Category 2: **Open for the duration of 2020-21 or until all funds are allocated**