

## ADMINISTRATION POLICY

Reference Number	1144399
Responsible Business Unit	Community Services
Responsible Officer	General Manager Community Development
Legislation	Local Government Act
Relevant Delegations	Chief Executive Officer - Quick Response Local Government Act 1999
Related Policies Management Guidelines & Frameworks	Council Grants Management Guidelines Community Grant Application Forms
Link to Strategic Plan	Connected Communities
Council Resolution	10 August 2020
Date Adopted	123.2
Review Date	Once every four years
Previous Revisions	Previously known as Community, Events, Grants & Donations Policy 11 May 2020, item 72.1 8 December 2014 22 January 2007

## POLICY STATEMENT

This policy demonstrates and outlines Council's role in supporting the community through Council's Grants program. Council grants extend the community's capability to conduct activities, create opportunities for community capacity building, develop and maintain sustainable community infrastructure and build strong partnerships for community benefit.

Council values engaged, resilient and inclusive communities that embrace diversity. Council's Strategic Plan commits to supporting community groups and networks to develop to grow and achieve their aspirations. The Council Grants Program supports community organisations and individuals in a range of projects, programs, events and activities through a range of grant opportunities.

As approved in Council's annual budget allocation, an amount of funds will be distributed to eligible Rural City of Murray Bridge community applicants according to the following:-

- program priorities;
- criteria and eligibility;
- acquittal requirements; and
- administration/governance processes.

Funding opportunities are available through a variety of funding types as identified below. Specific criteria apply to each funding stream and must be considered carefully during application submission.

Applications will be assessed by Council Officers according to the specific criteria applied to each category. Final decision on granting of funds remains with the Council except where a delegation is specifically granted.

In some instances, Council may exempt criteria due to the merits of the individual funding application.

For complete detailed information, please refer to the Council Grants Management Guidelines.

**Table 1 - Public Health Emergency Order Amendment The following amendments to the Policy are temporary in nature and will only be in operation during the declared Public Health Emergency Order**

1. A variation of funding may be sought by the applicant in writing to Council outlining the reasons and when the funds will be expended
2. All funding associated with events which are unable to continue as a result of Covid-19 must be expended within 12 months of the Public Health Emergency Order being lifted, unless a variation to funding is sought (as above in point 1).
3. During the Public Health Emergency, meetings of the Working Party and the Community Advisory will be held electronically

## OBJECTIVES

- To provide information regarding the distribution of approved budgeted funding to the community in an equitable and transparent manner.
- To establish mutually beneficial partnerships between the Rural City of Murray Bridge and the Community groups and Networks in the provision of projects, programs, activities and services.
- To provide an equitable means by which community can apply to access funds from the Rural City of Murray Bridge.
- To provide a strategic approach for adding value, improving and developing a range of community initiated undertakings within the Rural City of Murray Bridge.
- To provide a range of funding opportunities to encourage and promote community inclusivity, social and economic return.
- To identify the different funding streams available across the Rural City of Murray Bridge.

## SCOPE

The scope of this policy includes residents and the general community of the Rural City of Murray Bridge who are eligible to apply considering the criteria specified in the guidelines. The following specifies the scope of funding available through the following funding streams/types.

Grant Stream	Amount	Timeframes & Information
<b>1. Community Grants Projects, Events &amp; Programs</b>	Up to \$5,000 (\$81,000 annually) Two rounds of \$40,500)	Two rounds available in March & September each year. Closing dates are the first Friday in March & September. <b><i>This category is specifically for Community Group Projects, Programs and Events.</i></b>
<b>2. Sport &amp; Recreation Facility Grants</b>	No fixed amount	Open all year round <b><i>This category is specifically for sporting facility infrastructure. Assessed on merits, case by case.</i></b>
<b>3. Environmental &amp; Climate Change Grants</b>	Up to \$5,000 (\$20,000*annually) Two rounds of \$10,000)	Two rounds in March & September each year. Closing dates are the first Friday in March & September. <b><i>This category is specifically for Community Group Environmental Projects.</i></b>
<b>4. Youth at Risk Grants (Zsolt Telkesi Trust Fund)</b>	Up to \$5,000 annually	Two rounds in March & September each year. Closing dates are the first Friday in March & September. <b><i>This category is targeted specifically to Individuals &amp; groups for events &amp; projects relating to Youth at Risk.</i></b>
<b>5. Mid Round Funding - Quick Win (Individual) - Quick Win (Group)</b>	\$500 individual \$2,000 Groups Maximum of \$35,000*/year	Open all year round until \$35,000 expended <b><i>General all-purpose funding for immediate need NOT fitting into other categories. Council aims to process monthly.</i></b>
<b>6. Quick Win (Major)</b>	Up to \$65,000* \$32,500 advertised with community grants and available throughout the year until expended	Open all year round (until fully expended), however applicants are encouraged to submit their applications prior to the community grant round closures on the first Friday in March and September. This is likely to assist in delivering quicker turnaround times in decision responses for applicants. <b><i>This category is targeted specifically at larger Community Projects, Events &amp; Activities that demonstrate an economic/tourist benefit or meet with a specific community need within the Rural City of Murray Bridge. Please note \$65k is</i></b>

		<b>available annually and may be allocated to one worthy community project or many, until funding is fully expended.</b>
<b>7. Riverfront Activation</b>	Up to \$50,000* annually + GST	Open all year round (until fully expended), however applicants are encouraged to submit their applications prior to the community grant round closures on the first Friday in March and September. This is likely to assist in delivering quick turnaround times in decision responses for applicants. <b>This category is specifically for Community Group Riverfront Activation Activities i.e. events.</b>
<b>8. Building Enhancement Grants Program &amp; Window Wrap</b>	Up to \$5,000* annually + Window Wrap available all year round	Available all year round. <b>This category is targeted at buildings that will provide an improvement in visual amenity.</b> Window Wrap <b>is targeted at vacant buildings that will provide an improvement to visual amenity.</b>

**Please note: Funding subject to annual key project budget approval**

## PRINCIPLES

Council undertakes to apply the following principles when conducting the Community Grant process.

- **Decision making** - transparent, ethical and effective
- **Representation** – democratic, inclusive and meaningful community engagement
- **Access and Inclusion** – recognises that all community have equal right to access the city's resources
- **Diversity** - recognises the diversity in the community such as difference in culture, viewpoints and strengths which add to the quality and richness of the city and town community life
- **Participation** – affirms the rights of all people to participate in community life and influence decisions that affect their lives
- **Innovation** - encourage the development of innovative and new activities, events, projects and programs and
- **Governance** – sustainable, effective, timely, transparent, consistent and justifiable
- **Grant Eligibility Criteria** – clear and consistent
- **Grant Information** – grant opportunities are widely promoted through several mediums to facilitate improved community awareness and engagement.

Council acknowledges its role in supporting, assisting and collaborating with community groups that provide important services that meet community need, and furthers Council's aims and objectives.

Funding priorities for individual grant programs will be reviewed to ensure relevance to achieving Council objectives.

## IMPLEMENTATION

- Through the implementation of this Policy applicants will have a clear understanding of the new streamlined process for applying for various Council grant funding streams.
- An electronic PDF version of the Council Grants Policy will be placed on the Rural City of Murray Bridge website for the community to view and apply online .

## DEFINITIONS

**Chief Executive Officer** means the appointed Chief Executive Officer or Acting Chief Executive or nominee.

**Council Staff** means any person that is employed full time, part time or casually by the Council who receives remuneration for their work.

**Council Grants** means the range of grant opportunities offered to community

