

1. Purpose

To provide a framework for Council to allocate Community Assistance Grants in an effective, equitable and transparent manner.

The Community Assistance Grants program is designed to achieve the following outcomes:

- Foster a sense of well-being among residents through a diverse range of activities and projects.
- Promote collaboration among key stakeholders and community groups to address challenges creatively and innovatively.
- Encourage residents to explore new ideas and initiatives that have the potential to contribute to ongoing benefits within the district.
- Promote the development of arts, culture, sports, recreation, neighbourhood initiatives, services, environmental projects, and learning-based activities throughout the community.

The Community Assistance Grants Program strives to foster a vibrant and inclusive community by providing support to initiatives that improve residents' quality of life, encourage community engagement and participation, and align with the goals outlined in Council's Community Plan 2021-2031. By funding activities or projects that contribute to the achievement of the Plan's strategies, Council aims to create a stronger and more connected community for the benefit of all residents.

2. Objectives

This Policy aims to ensure:

- fairness, equity and transparency in providing grants;
- funds are used for purposes intended;
- appropriate process and authorisation of grants;
- eligibility criteria are met; and
- provision and proof of outcomes of approved grants are received and documented.

3. Policy

Council acknowledges the significant role that community groups play in providing valuable social, economic, environmental and cultural benefits to the community.

The funding allocated to community and recreational activities, events, services, and infrastructure serves as a collaborative effort between Council and community groups to address the needs of the community. The Community Assistance Grants Program aims to promote creativity, innovation, accessibility and inclusivity.

The Community Assistance Grants Program aims to provide the following key benefits to community-based organisations and residents:

- Encourage participation in local community activities, including recreation, sports, cultural events, community development, lifelong learning, social cohesion, and welfare activities;
- Provide financial assistance to community groups located within the district;
- Foster community pride and engagement within the district;
- Support local community groups in organising events, projects and activities; and
- Increase or support the development of community infrastructure.

Council's Annual Business Plan and Budget will include provisions for funding Community Assistance Grants under this policy.

The Community Assistance Grants Program will be actively promoted throughout the district to encourage eligible organisations to apply.

Grants will be allocated to programs within the district that address identified needs without duplicating existing services.

There is a clearly defined assessment process outlined in Council's Community Assistance Grants Guidelines. All eligible applications will be thoroughly evaluated based on the criteria specified in the Guidelines.

Each eligible organisation that applies will only be granted one grant per financial year however eligible organisations can submit more than one application.

Applications will only be accepted from incorporated, not-for-profit community organisations with an established management structure.

Grants must be utilised in accordance with the approved application and cannot be used as "seed funding" for other purposes.

By implementing this policy, Council aims to foster community engagement, support local initiatives, and enhance the overall well-being of the district.

4. Eligibility

To be eligible for funding, groups, organisations, and clubs must meet the following criteria:

- Be an incorporated, not-for-profit, volunteer-based community group.
- Be located within the District Council of Mount Remarkable area and/or primarily serve residents of the District Council of Mount Remarkable.
- Be able to demonstrate linkages to Council's Strategic (Community) Plan.
- Clearly demonstrate their own contribution to the project, which can be in the form of financial support, in-kind contributions, volunteer hours, or other means. The Community Assistance Grant Guidelines provide details on calculating the value of in-kind support, including volunteer hours.
- Have limited capacity to secure funds from alternative sources.
- Agreement to acknowledge Council's funding by including a mention during the event, incorporating it into written materials or handouts, or using Council's logo in relevant materials or programs.

- Have no overdue debts owed to Council, unless otherwise approved by the CEO.
- Have acquitted any previous successful grant funding received from Council.

By adhering to these criteria, eligible groups can apply for funding, ensuring transparency and accountability while supporting the District Council of Mount Remarkable community development initiatives.

5. Definitions

Grant

An amount of funds provided, conditionally upon application to a specific program/purpose directed at achieving the goals and objectives consistent with this policy and strategic direction of Council. The recipient is selected on merit and grants are provided without expectation of commercial return.

Community Assistance Grants Program

Targeted amount of funding for a specific purpose or target audience within the of District Council of Mount Remarkable. The Community Grants Program Procedure and associated Guidelines must be observed when applying for financial support.

Incorporated, Not-For-Profit, Community Groups

An incorporated association predominantly located within the district whose constitution states that any profits or surpluses must be used to further the objectives of the organisation rather than benefit any individual.

6. Document administration and control

Policy title:	Community Assistance Grants Program
Policy number:	04.83
Policy type:	Council / Public
Responsible officer:	Chief Executive Officer
First issued / adopted:	15 August 2023 {185-2023}
Review period:	At least every 12 months
Last reviewed:	n/a – new policy
Next review date:	June 2024 - within one (1) month following the completion of each program cycle
Version:	1.1
Date revoked:	n/a
Applicable legislation:	Local Government Act 1999 Incorporated Associations Act 1985
Related documents:	District Council of Mount Remarkable Community Plan (2021 to 2031) 2023/24 Community Assistance Grants Procedure
Public consultation required / undertaken:	No
Availability	<p>This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website mtr.sa.gov.au.</p> <p>Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council.</p>
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