

# 1.6 Annual Community Grants Policy



<b>Council Resolution:</b>	16/10/2018/008
<b>Date to take effect:</b>	16/10/2018
<b>Legislative reference:</b>	<i>Nil</i>
<b>Review Date:</b>	15/06/2025

## 1. Purpose

The Coomalie Council actively supports initiatives, which benefit the community. This Policy provides governance and outlines the method by which support is provided by way of grants, donations, scholarships, and sponsorships. This policy applies to all applicants of a community grant, sponsorship, or donation.

## 2. Principles

Council endeavours to provide Community Groups with financial or in-kind incentives to undertake community events and programs.

Community Groups are required to apply each time for the designated type of grant detailed below.

## 3. Policy Statement

### 3.1 Criteria for Financial or In-Kind Support from Council

- (a) All grants must benefit the Coomalie Shire and identify how it relates to the goals and strategies in the Strategic Plan.
- (b) Guidelines for Annual Community Grants are set out in the Coomalie Council Community Grants Program Guidelines.
- (c) Applications by individuals will only be considered where you can demonstrate the need for assistance to attend events or conduct activities which promote the Coomalie Council area and its residents in a positive light.
- (d) Application by commercial business entities will not be considered.
- (e) One successful application per financial year from a community or not-for-profit organisation will be allowed.

### 3.2 Annual Community Grants

- (a) The total pool of funding will be set each year in the Council budget up to a value of \$8,000.
- (b) Individual applications not to exceed \$1,500.
- (c) Requests are to be made in writing, using the Annual Community Grants application form, and must fulfil all criteria in the above section.

- (d) Applications will be assessed against the Coomalie Council Community Grants Guidelines by the Community Grants Committee.
- (e) A report detailing decisions made regarding the determination of the Community Grants Committee will be tabled in Council.

### 3.3 Recurring Grants

Council recognises the following recurring grants.

Organisation	Grant/Contribution	Policy Amount	Current Amount
Adelaide River Show		\$1,000	\$1,000
Anzac Day	External grant funding will need to be sourced per annum.	\$12,000	\$12,000
Territory Day	NTG significantly underwrite the Territory Day display	\$3,500	\$3,500
Seniors Christmas Party	COTA and supplier contributions vary. They are in addition to \$1,000 from CCGC. (It costs approx. \$3,500 each year to run and provide a meal and drink for the seniors as well as decorations and prizes)	\$1,000	\$1,000
Adelaide River Library	Paid to AR School for electricity contribution as Council use their facilities for the Community Library out of school service.	\$2,000	\$2,000
Rum Jungle Bowls	Subsidise purchase of fertiliser, top soil etc. to maintain the green.	\$1,200 - \$1,500	\$1,500

### 3.4 In Kind Support Program

Event	Support/donations provided	Staff
Adelaide River Show Approx. 8 hrs 4hrs	Provision of tables and chairs.  Set up of pavilion and cleaning prior to Show. Coordination of children's activities at Show.	Operations crew  CRO
Adelaide River Races Approx. 8 hrs	Provision of tables and chairs (if not run by Darwin Turf Club) Setting up barrier flags on roadside.	Operations crew
Adelaide River Festival (Adelaide River School) Approx. 16hours	Provision and set up of shade structures. Assistance with set up of oval including line marking.  Assistance on the days	Operations crew  CRO
Batchelor Area School Sports & Swimming Carnival. Approx. 8 hours per day	Provision and set up of shade structures. Assistance with set up of oval including line marking. Assistance on the day	Operations crew  CRO
Clean Up Australia Day or similar activity Approx. 16 hrs	Assistance with facilitation of the event and provision of an after event BBQ.	CRO
Quiz Night at Rum Jungle Bowls Club (COTA)	Provision of tables and chairs.  Use of Rum Jungle Bowls Club free of charge for Quiz Nights.	Operations crew  CRO
Batchelor Area School & Adelaide River School	Use of Council bus, facilities and equipment without charge in return for use of school facilities and equipment without charge. This does not cover any additional labour costs incurred by either party.	CRO
Rum Jungle Bowls Club	Free use of the Bowls Club to offset for maintaining the bowls green.	
Ironbark	Adelaide River Council Compound free lease agreement. Ironbark pay Power and Water.  Under review – access to the Rum Jungle Bowls Club to conduct employment services	

REL Week (Parachute Club)	Every 2 years – discounted hire fees for tables and chairs. Provision of extra wheelie bins.	
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### 3.5 Community Grants Committee

- (a) Council will establish the Community Grants Committee to assess applications for Annual Community Grants and make recommendations to Council on the allocations from the pool.
- (b) The Committee will comprise the CEO, the Community Recreation Development Officer and an independent community member to be ratified by Council.
- (c) The Committee has the power to clarify any matter in relation to an application and the applicant that it sees appropriate.

### 3.6 Grants Register

Council will maintain a register of all grants devolved to the community.

The grant register will note the;

- (a) year of the grant
- (b) type of grant (Annual or In-kind Support)
- (c) term of the grant
- (d) grant applicant
- (e) grant purpose
- (f) grant acquittal date if applicable
- (g) Council decision
- (h) Council meeting date
- (i) Other comments (variation requests)

Where a request for a grant is made which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer, the request will be forwarded for consideration by Council.

#### Commitment to Funding

The Council commits to setting an amount in its budget process dedicated to initiatives governed by this policy.

## 4. Council requirements

### 4.1 Annual reporting

Council must include in its Annual Report a list of all annual grants and in-kind support grants provided during the financial year pursuant to Section 291 of the *Local Government Act 2019*.

**DOCUMENT HISTORY**  
**1.6 Annual Community Grants Policy**

<b>Date Adopted:</b>	17 November 2020	17/11/2020/015  To comply with the <i>Local Government Act 2019</i>
<b>Amended:</b>	03/10/2013	Add bus change to Remembrance Day
<b>Amended:</b>	28/05/2014	Add Seniors Christmas Party, AR Library and Clean Up Australia Day. Remove RJ Radio, Amend AR Races
<b>Amended:</b>	18/10/2018	New Policy adopted
<b>Amended:</b>	15/06/2021	Policy review 15/06/2021/018