

1.6 ANNUAL COMMUNITY GRANTS, RECURRING GRANTS AND IN KIND SUPPORT PROGRAM

Policy Number	1.6	Date Commenced	17/10/2018
Date Adopted	16/10/2018	Resolution Number	16/10/2018/008
Review Timeframe	4 years		
Last Review Date		Next Scheduled Review Date	16 th October 2022
Policy Responsibility	Administration		

Document History

Version	Date Amended	Details Comments e.g. Resolution Number
	3/10/13	Add bus charge to Remembrance Day
	28/05/14	Add Senior Christmas Party, AR Library, and Clean up Aust Day. Remove RJ Radio, Amend AR Races
	16/10/2018	Rescind original Community Grants and In kind Support program Policy
	16/10/2018	New Policy Adopted

OBJECTIVES

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.

POLICY DEFINITIONS

For the purpose of this policy, the following definitions apply;

Term	Definition
Grant	Where Council provides financial or in-kind support to a community organisation carrying out a project or activity benefitting the community, and where the organisation will need to acquit funds provided. Grants will be issued either via the Annual Community Grants or the Community in-kind support program.

POLICY STATEMENT

Criteria for Financial or In-Kind Support from Council

- All grants must benefit the Coomalie Council Shire, and identify how it relates to the goals and strategies in the Strategic plan.
- Guidelines for Annual Community Grants are set out in the Coomalie Council Community Grants Program Guidelines.
- 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.
- Application by commercial business entities will not be considered.
- One successful application per financial year from a community or not-for-profit organisation will be allowed.

Annual Community Grants

- The total pool of funding will be set each year in the Council budget up to a value of \$8000
- Individual applications not to exceed \$1500
- Requests are to be made in writing, using the Annual Community Grants application form, and must fulfil all criteria in the above section.
- Applications will be assessed against the Coomalie Council Community Grants Guidelines by the Community Grants Committee.
- A report detailing decisions made regarding the determination of the Community Grants Committee will be tabled in Council.

Recurring Grants

Council recognizes the following recurring grants.

Organisation	Grant/Contribution	Policy Amount	Current Amount
Adelaide River Show		\$,1000	\$1,000
Anzac Day (need to reapply for 2019 and each year on)	\$7000 from DCM (2014-2018). Managed through Council staff	\$1,000	\$4,000
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	\$1,000	\$1,000

	CCGC. (It costs approx. \$3500 each year to run and provide a meal and drink for the seniors as well as decorations and prizes)		
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.	\$1200 - \$1500	\$1500

In Kind Support Program

Event	Support/donations provided	Staff
Adelaide River Show <i>Approx. 8 hrs</i> <i>4hrs</i>	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 <i>Approx. 8 hrs</i>	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) <i>Approx. 8 hours</i>	Provision and set up of shade structures. Assistance with set up of oval including line marking. Assistance on the day	Operations crew CRO
ANZAC Day <i>Approx. 80 hours</i>	Provision and set up of chairs, traffic control. Administration assistance	Operations Crew Administration
Bombing of Darwin <i>Approx. 8 hrs</i> <i>Between 4 - 8 hrs</i>	Provision and set up of tables, chairs, lectern, cross and large shade structure at Adelaide River War Cemetery.	Operations crew CRO
Batchelor Area School Sports Carnival. <i>Approx. 8 hours</i>	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	Assistance with facilitation of the event and provision of an after event BBQ.	CRO

<i>Approx. 16 hrs</i>		
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
Remembrance Day <i>Approx. 4 hrs</i> <i>Between 4 - 8 hrs</i>	Provision and set up of tables, chairs, lectern and cross at Adelaide River War Cemetery. Support to National Servicemen's Association NT Inc with facilitation of the event. Bus hire fee waived, \$100 fee for bus fuel to be charged.	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	Every 2 years – discounted hire fees for tables and chairs. Provision of extra wheelie bins.	

Community Grants Committee

- 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.
- The Committee will comprise of the CEO of Coomalie Council, the CEO of Litchfield Council and one officer involved in the Community Development and nominated by the Litchfield Council CEO.
- The Committee has the power to clarify any matter in relation to an application and the applicant that it sees appropriate.

Grants Register

- Council will maintain a register of all grants devolved to the community.
- The grant register will note the,
 - year of the grant
 - type of grant (Annual or In-kind Support)
 - term of the grant

- grant applicant
- grant purpose
- grant acquittal date if applicable
- Council decision
- Council meeting date
- Other comments (variation requests)

Where criteria are not met

- 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.