

# Central Goldfields Shire Council

## 2020 Community Grants Program Guidelines

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## 1. Community Grants Program Description

The council has been allocated \$33 500 in the 2020/2021 financial year to provide assistance to community-based organisations to support the provision of programs and services which benefit the Central Goldfields Shire community and are in accordance with Council's plans and strategies.

All applications must conform to the Grant Guidelines, which have been developed according to the Central Goldfields Shire [Community Support Policy 24/09/2019](#).

## 2. Available Grants:

Grants will be available for amounts above \$500.

Applications will be open on Wednesday 4 November and will close at 5 pm on Wednesday 16 December 2020.

Assistance may be available for larger-scale projects that require greater resources. This may take the form of assistance with finding and applying for complementary funding or finding auspice organisations.

The council may also be able to assist through in-kind support or building/planning fee discounts or waivers.

Programs that respond to the challenges imposed by the current pandemic conditions will be viewed favourably.

## 3. General Guidelines

### Who will be funded?

To be eligible to apply for Community Support you must be a community-based organisation and submit a completed Application Form to Council within the relevant timeframe.

Typically, a community-based organisation is an organisation that is a recognised not-for-profit group or organisation that carries out one or more of the following activities:

- Providing services to the community such as positive ageing, childcare, health services, charity services or services of a similar type
- Reinvests or applies the revenue it receives predominately for public interest services or activities
- Principally provides social or junior sporting or recreational activities
- Supports public events or information with a historical, cultural or community arts focus.

### Who won't be funded?

Typically, a community-based organisation would not include:

- A political organisation.
- A profit-making organisation.
- Schools or tertiary institutions (excluding parents and friends' groups).
- State or Federal government agencies and departments.
- Any organisation where more than 50% of its income is derived from any State or Federal government program.

### What will be funded?

All applications must be for projects that are based in the Central Goldfields Shire and benefit the Central Goldfields Shire community.

Highest priority will be given to projects that increase participation in community activities or those projects or programs where there is a demonstrated community need or are in danger of discontinuing without the financial support of the Grants scheme.

✓ **Physical infrastructure:**

To support community organisations in relation to facility development and major maintenance issues. This funding category will also provide the opportunity for organisations to increase service capacity through equipment purchases and other physical enhancements to facilities.

For example:

- ✓ Building improvements,
- ✓ New equipment for programs,
- ✓ Issues that have arisen in relation to major maintenance of community facilities.

✓ **Community Development:**

These projects would typically be those that increase social capital. These types of projects will lead to leadership development, skills development, increased participation, projects that improve management skills within community organizations and projects that improve a local community.

For example:

- Environmental management, training and programs,
- Youth activities and programs,
- Community events.

✓ **Creativity and Innovation:**

This funding category is aimed at artistic development, new innovative community projects, incubators or new ways of approaching community programs.

For example:

- Community arts projects and initiatives,
- Projects promoting the use of new technologies in the community,
- Innovative creative education programs (example youth).

## What won't be funded?

- Applications from individuals
- Applications where funding for projects is being requested retrospectively.
- Applicants with an overdue acquittal for Central Goldfields Shire Council funding.
- Applicants receiving funding from Central Goldfields Shire Council for the same project
- Applications seeking funding to cover ongoing operational costs (e.g. Insurance, utilities, rent, salaries)
- Projects or activities that support a religious or political cause
- Are the responsibility of the State or Federal Government
- Projects that are already underway or have been completed.

## 4. Application Process

### How to apply

Applications may be submitted via the online application portal along with all supporting documentation.

Alternatively, the application may be downloaded and delivered with all the supporting documentation to the Customer Service Centre at 22 Nolan St Maryborough or mailed to PO BOX 194, Maryborough, VIC, 3465

A Tipsheet with practical hints and information can be found [here](#).

Late or ineligible/incomplete applications will not be assessed. If an application is incomplete or additional information is required, the council grants officer may contact the applicant to assist with completion. When the application is complete it will be referred to the assessment panel and an acknowledgement email will be sent to the applicant.

### How are applications assessed

A panel of Council officers will carry out an initial assessment of all applications and then make recommendations to the Council based on the ranking of those applications against the assessment criteria.

Eligible applications will be assessed against the following criteria:

- 50% How the project benefits the Central Goldfields Shire community
- 25% How well the project aligns with Council plans and strategies
- 25% Demonstrated capacity of the project to succeed

The assessment panel's recommendations for funding will be presented to Council for consideration and final approval at the next available council meeting.

Preference will be given to groups not funded in the previous round.

## Acquittals

All projects should be planned for completion within the current financial year.

10% of all grants will be withheld until the final acquittance is completed and submitted to the council.

## Timeline

- The community grants program will open for applications on Wednesday 4 November and close at 5 pm on Wednesday 16 December.
- The council will make a decision about successful and unsuccessful grants at a council meeting in February 2021.
- Normally all projects are expected to be completed and acquitted before June 30 2021, however, due to the delays imposed by the Covid 19 pandemic and the council election caretaker period it may be possible for some extensions given to the acquittal date for projects that extend into the next financial year. This will need to be negotiated prior to the acceptance of an application.

## 5. Application Assessment Checklist

If your project requires it all applications must include complete documentation including

- Project budget
- Detailed project timeline
- Relevant permits
- Letters of Support
- Evidence of required permissions

## 6. Other Grants/other banks: Additional funding

Projects that involve partnerships with other organisations, clubs or services are highly desirable.

Projects that attract funding from other sources are also highly desirable. Please get in touch if you would like some assistance with researching possibilities for other funding sources.



## 7. Help and Assistance

For any further advice or assistance please contact, Recovery Community Development officer:

**James Rigby:** james.rigby@cgoldshire.vic.gov.au  
0428 927 338