

### C7 FINANCIAL ASSISTANCE FUNDING POLICY

#### PURPOSE

To provide guidelines for the application, assessment and determination of requests received for funding and to ensure expenditure of all funds are transparent and appropriately acquitted.

#### OBJECTIVE

To provide an overarching framework for financial assistance to not for profit community based organisations, event organisers and individuals which supports the promotion and development of social, economic, recreational, art and cultural projects that make a positive contribution to the quality of life within the Shire of Irwin.

#### POLICY STATEMENT

This policy provides prospective applicants with information about the financial assistance available from the Shire of Irwin. The Shire receives a large number of requests throughout the year, this policy ensures the assessment process provides;

- Transparency and accountability to the Irwin Community;
- Fairness and equity to all applicants;
- Eligibility criteria for each type of Financial Assistance;
- The amount of Financial Assistance available;
- Guidelines to assist applicants in completion and lodgement of forms; and
- For applications to be assessed by a Delegated Officer or Committee.

#### TYPES OF FUNDING

##### Community Assistance Scheme

The Community Assistance Scheme (CAS) provides financial assistance up to \$5,000 to support community events or projects. CAS grants are open in two rounds each year with the schedule being advertised on the Shire of Irwin website.

Community Assistance Scheme funding is available to a maximum value of \$5,000 per application.

Each organisation is eligible to submit one application per round, provided the total cumulative amount of successful applications does not exceed \$5,000.

##### Waiver of Fees

Waiver of Fees and Charges, for the use of Shire owned resources, up to \$1,000 can be applied for at any time throughout the year using the Waiver of Fees and Charges application form.

Waiver of Fees and Charges is available to a maximum value of \$1,000 per application.

Each organisation is eligible to submit several applications per financial year, provided the total cumulative amount of successful applications does not exceed \$1,000.

##### Sundry Donations

Sundry Donations are small grants up to \$500 that can be applied for at any time using the Sundry Donation application form.

Sundry Donation funding is available to a maximum amount of \$500 per application.

Each organisation is eligible to submit several applications per financial year, provided the total cumulative amount of successful applications does not exceed \$1,000.

### **Travel Subsidy Assistance Elite Athletes**

Travel Subsidy Assistance Elite Athletes provide financial assistance to Shire of Irwin residents selected to participate in a national sporting event or who receive a scholarship to the Mid West Academy of Sports.

Council support to elite athletes through cash, memberships or services is limited to the value of \$400 per athlete per year.

### **RESTRICTIONS ON FUNDING**

Council allocates approximately 1% of the value of rates revenue per financial year to the Financial Assistance Policy. The allocated funding is then distributed between four funding categories in the following way:

- **80% is allocated to the *Community Assistance Scheme* and**
- **20% is allocated to the;**
  - ***Travel Elite Athletes,***
  - ***Waiver of Fees and***
  - ***Sundry Donations combined.***

Each organisation eligible for financial assistance, as described in the Financial Assistance Funding Policy, will not be granted funding that exceeds \$5,000 in any financial year. The maximum \$5,000 may be sought through the Community Assistance Scheme only or as a combination of Waiver of Fees, Sundry Donation and the Community Assistance Scheme.

Applications will be considered for projects or events that;

- Are open for attendance by the local community;
- Encourage participation by a community organisation;
- Encourage volunteer participation;
- Enhance community spirit and quality of life within the Shire of Irwin; and
- Promote the development of social, economic, recreational, sporting, art or cultural projects

### **ELIGIBILITY**

To be eligible for funding the applicant must be a not for profit, incorporated, community organisation or be sponsored by an incorporated organisation.

### **RECURRING GRANTS**

No applicant can be guaranteed funding nor can any applicant be guaranteed to receive the full amount requested.

### **ACKNOWLEDGING THE SHIRE'S SUPPORT**

Successful applicants are to acknowledge the Shire of Irwin in any advertising and on any material relating to the activity or event for which the funding has been provided.

<i>Date of Adoption – 25 July 2017</i> (Minute 060717)
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