



## **Berri Barmera Council Centenary Grants Scheme**

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### **Conditions**

#### **Purpose**

The purpose of these conditions is to provide a consistent process when applying to Council for Centenary Grants and support which is open, transparent, and equitable and furthers the aims and objectives of Council.

#### **Scope**

The Centenary marking the proclamation of the towns of Barmera, Monash and Glossop occurs in 2021 and a number of community groups and organisations from these towns are in the process of facilitating projects and events to celebrate the last 100 years.

The Centenary Grants Scheme is a one-off initiative to support community groups and organisations by providing financial and in-kind support to enhance their capacity to provide Barmera, Monash, Glossop, Cobdogla, Loveday and Overland Corner Centenary orientated programs and events within the Berri Barmera Council area during the 2021 year.

These conditions apply to all Centenary grant and support applications, including financial and in-kind support, requested by community groups, clubs, committees and other community organisations within Berri Barmera Council.

#### **Objective**

To allocate funding to not-for-profit community groups to enhance their capacity to provide Barmera, Monash and Glossop and surrounding areas Centenary orientated programs and events within the Berri Barmera Council area during the 2021 year.

The scheme offers the chance to receive up to \$5,000 in grant funding to help deliver a program, event, activity or initiative.

#### **Grant Conditions**

##### **1. Financial Centenary Grants**

- (a) There will be two funding rounds with round 1 applications due on 30 Oct 2020 and round 2 applications due on 30 April 2021,
- (b) Council will consider applications of in-kind support and applications for financial support with a funding limit up to a maximum of \$5,000 for each program, event or activity.
- (c) All applications must be received by close of business on the closing date otherwise the application may not be considered.
- (d) Limited funds are available through a competitive process, with applications

determined according to funding criteria and merit. Applicants must use the correct form and adhere to the Centenary Grants Scheme Conditions. Submission of an application is not a guarantee of success. No applicant is guaranteed to receive approval for all or any funding applied for. All decisions are at Council's absolute discretion.

## **2. Application Process**

- (a) All applications must be made using the approved Centenary Grants scheme application form and signed by the applicant. Council will provide application forms to applicants from the Council website. (*Note: letters or verbal requests will not be accepted*).
- (b) More than one application may be submitted per organisation per funding round. Organisations wishing to apply for more than one program, event or activity per funding round are required to complete one application form per program, event or activity.
- (c) Applications for Centenary Grants must:
  - (i) be made within the funding round timeframes notified by Council. Applications received outside the funding round may not be considered; and
  - (ii) attach at least one quote for each program, event or activity with the application;
  - (iii) attach a copy of the minutes confirming the decision to seek financial assistance for the program, event or activity;
  - (iv) attach a copy of a Certificate of Currency for Public Liability Insurance.
- (d) Letters of support from organisations and individuals directly involved with the project for which funding is being sought are highly recommended. Letters of support from Councillors or Council Officers will not be accepted.

## **3. Eligibility Criteria**

- (a) The requested support must provide a direct benefit to the Berri Barmera Council community.
- (b) The applicant must be based in the Berri Barmera Council region, have a membership base within the Berri Barmera Council area, and be delivering a program / event / activity which will be of a direct benefit to members of the Centenary Grants Scheme community.
- (c) The applicant must be a not-for-profit community organisation.
- (d) The applicant must have appropriate insurance.
- (e) Have satisfactorily acquitted all previous grants.

## **4. Ineligibility Criteria**

Applications which will generally be considered ineligible for consideration under these Conditions include where:

- (a) the applicant is a political organisation;
- (b) the applicant has previously received support and has failed to meet the conditions of that support;
- (c) the project is for a private commercial (for profit) activity;
- (d) the project does not provide a direct benefit to the Berri Barmera Council community;
- (e) the application is for retrospective support;
- (f) the request is for maintenance of community facilities that are owned by Berri Barmera Council. (These requests are to be referred to the relevant operational area of Council);
- (g) projects do not involve the Berri Barmera Council community;
- (h) the purchase of land;
- (i) operational funding for organisations;
- (j) prize money;
- (k) the purchase of trophies, ribbons or prizes; or
- (l) the purchase of food and beverages.

## **5. Assessment Criteria**

- (a) Preference will be given to applicants that demonstrate strong community benefit, including to local businesses, and the need and support for a program / event or activity;
- (b) Consideration will be given to whether the applicant sought funding from a variety of sources or demonstrate a commitment to contribute funding towards the project;
- (c) Each application will be considered on its merits having regard to the community benefit and funding available from Council's budget;
- (d) The assessment of applications will be conducted in a transparent and accountable manner in accordance with the Centenary Grants Scheme Conditions; and
- (e) Applications are considered and approved by the Community Grants and Awards Selection Committee

## **6. Acquittals**

- (a) Recipients who receive a financial donation are required to complete an acquittal report no later than six (6) weeks after completion of the program / event or activity. If an applicant fails to complete and lodge the acquittal report to the satisfaction of Council or delegate, Council reserves the right to recover the granted funds. Council will provide acquittal forms to applicants via the website.

## **7. Acknowledgement of Council**

Organisations are required to acknowledge Council's contribution to any publications, publicity material or signage associated with the funded program / event or activity.

## **Related Documents**

- Centenary Grants Scheme Application Form
- Centenary Grants Scheme Acquittal Form