COMMUNITY GRANTS PROGRAM

GUIDELINES

2017/18

**Overview**

Barkly Regional Council’s Community Grants Program is aimed at supporting and assisting community organisations with the development of activities and or services that will promote the Barkly Region and benefit a broad cross section of the community.

The Community Grants Program consists of two funding rounds for a total of $30,000.

Through the Community Grants Program, Council seeks to support a range of service areas including:

* Community Development
* Environmental Preservation and Renewal
* Art & Culture
* Community Safety
* Recreation and Leisure

Applications are approved by BRC’s elected Council Members, who determine its annual priorities and how it will support the community.

1. **Statement of Purpose**

Barkly Regional Council operates a Community Grants program aimed at supporting community based projects, events and organisations that contribute to community outcomes which are consistent with the Council's own goals. Grants are considered and allocated on the basis of identified community need, Council priorities and the anticipated benefit to the community. Program funding is subject to the availability of funds at the time the Council adopts its budget.

1. **Grant Program Objectives**

The program provides financial assistance to:

* Support projects, activities or events of benefit to the Barkly Region;
* Initiate or develop services and resources to address the needs of particular community groups;
* Encourage public participation in community and cultural activities and build a greater sense of community and connectedness;
* Enrich the diversity of recreational, cultural, social and environmental opportunity to the residents of the Barkly Region.

1. **Funding**

The maximum amount of funding for the grant program is $15,000.00 per round for a total yearly program funding amount of $30,000.00. Grant applications of up to $3,000.00 per submission that meet the eligibility criteria will be considered for funding. Grant applications over $3,000.00 but under the $15,000.00 per round may be considered under extenuating circumstances as per the discretion of the Council Members.

1. **Eligibility**

* Organisations must be incorporated not for profit community organisations;
* Community groups who are not incorporated must have an auspicing body that is incorporated;
* Proposed projects or events must generally occur within the financial year in which it is funded;
* Activities must occur within the Barkly Region;
* Applicants must have fully acquitted previous completed grants and have no outstanding debts to the Barkly Regional Council;
* The application must be received by the published closing date;
* The application must be submitted on the prescribed Barkly Region Council application form.

1. **Ineligible Applications**

The following proposals will not be considered:

• Requests for support for any individual pursuits;

• Applications for recurrent funds;

• Requests for the ongoing/core functions of an organisation;

• Proposals for events and activities held outside of the Barkly Region;

• Requests for commercial or competitive events;

• Funding for capital funds or improvements on private property;

• School based projects that do not involve the wider community;

• Applications where an applicant has not fully acquitted any previous Barkly Regional Council grant.

1. **Assessment Criteria**

Applications will be assessed using the following criteria:

* Alignment to the Community Grant Program Objectives
* Community benefit and involvement
* Innovation and developmental focus
* Acknowledgement of BRC support
* The project’s viability in terms of support from any other relevant authorities
* Level of prior assistance and satisfactory completion of previous grants
* Potential to achieve the outcomes and initiatives applied for

1. **Application and Assessment Procedure**

* Applicants must submit a completed Community Grants Application Form and the required supporting documentation
* BRC Grants staff will undertake an initial eligibility appraisal, ensuring that all information is provided and that the application meets the programs’ established objectives
* BRC elected members will assess applications and recommend which are to be funded
* Grant applicants may be required to submit additional information by way of a presentation
* Once BRC elected members have finalised its assessment and approved projects for funding, its decisions are final and no correspondence will be entered into

1. **Funding Requirements**

Once the assessment process has been completed all applicants will be informed of the outcome of their application.

Successful applicants will be required to enter into a formal agreement with BRC that details the commitment of both parties. Grants must only be used for the purpose stated in the letter of approval. The purpose, amount or time for expenditure of a grant may not be changed without prior written approval.

Within 3 months of the project’s completion, funded applicants will be required to submit the Project Acquittal Form which will be provided to all successful applicants.

1. **Acknowledgement of Assistance**

Successful applicants will be required to acknowledge the support of Barkly Regional Council through the use of the Barkly Regional Council logo on all printed material, in media advertisements, press releases, on signage at events and/or other methods as appropriate. Appropriate acknowledgement includes invitations being issued to Elected Members for events, launches and other activities.

1. **Acquittal**

Successful applicants will be required to submit a Project and Financial Acquittal within 3 months of the project’s completion.

1. **Submission of Applications**

To submit an application or to request further information, Council can be contacted in the following ways:

Phone: (08) 8962 0000

Fax: (08)8962 3066

Email: [susan.wright@barkly.nt.gov.au](mailto:susan.wright@barkly.nt.gov.au)

Website: [www.barkly.nt.gov.au](http://www.barkly.nt.gov.au)

In person: 41 Peko Road, Tennant Creek, NT, 0860

Post: PO Box 821, Tennant Creek, NT, 0861