



FLINDERS SHIRE COUNCIL COMMUNITY GRANTS PROGRAM

Facility Infrastructure and Equipment Stream Guidelines

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FLINDERS SHIRE COUNCIL COMMUNITY GRANTS PROGRAM

Facility Infrastructure and Equipment Stream

The objectives of the Flinders Shire Council's Facility Infrastructure and Equipment Stream is to provide assistance to local community groups/organisations to encourage and assist them in the development and upgrading of existing facilities and access funding for the purchase of equipment that is integral to the operations, sustainability and growth of the group/organisation.

LODGING YOUR APPLICATION

All applications must be submitted via Smarty Grants -

<https://flinders.smartygrants.com.au/>

Only one application will be accepted from each group/organisation on their own behalf per funding round. The level of assistance available is limited by Council's budget decision and its priorities. No applicant can be guaranteed funding nor can any applicant be guaranteed to receive the full amount requested.

Funding would normally be on a one-off, one-to-one basis and Council may give priority to applications that identify works or activities of an urgent nature or those of regional significance.

Funding will generally be up to the amount of \$5,000 but may be approved to a maximum of \$15,000 in exceptional circumstances.

INFORMATION ABOUT FINANCIAL SUPPORT

- The decision of Council on funding applications is final.
- Financial Support from the policy may require compliance with specific conditions before payment. Should these conditions not be met by the specified date, Council reserves the right to revoke the offer of support.
- Project must be completed within a 12 month time frame or otherwise negotiated with Council.
- Funds must be expended within two years from the date of signing of the Funding Agreement. If this does not prove the case, total expenditure has to be returned in full.
- Flinders Shire Council expects relevant acknowledgment of financial support.
- No funds will be released until a signed agreement is received between the applicant and Flinders Shire Council.
- All successful grant recipients will be listed on the Flinders Shire Council website for public viewing.

ELIGIBILITY CRITERIA

Groups/Organisations are required to:

- Have acquitted any previous Flinders Shire Council funding satisfactorily.
- Be properly constituted with organisational incorporation (not-for-profit organisation).
- Have a valid public liability certificate.
- Operate within the Flinders Shire boundary.
- Have the majority of members of the group/organisation residents in the Flinders Shire Council area.
- Submit a detailed budget for the project and quotes.
- Submit the organisations most current audited financial statement

	<ul style="list-style-type: none"> • Must have current ABN or complete a Statement by a Supplier Form • Facilities and equipment (within reason) are to be provided to, and be available to the general public / members • Organisations on Council controlled land must have an existing land tenure agreement with Council and be compliant with all relevant conditions of the agreement OR • Own or be trustee of the land/facility
INELIGIBLE APPLICANTS	<ul style="list-style-type: none"> • Organisations are ineligible if previous Council grants are not satisfactorily acquitted. • Individuals, unincorporated groups, political and for-profit groups. • Schools, P & C Associations, Universities and TAFE colleges. • For retrospective funding of any projects. • Projects that are the responsibility of the State or Commonwealth Governments. • Organisations that currently receive capital funding from Council or use a Council maintained facility (facility funding only).
SELECTION CRITERIA	<p>Applications must demonstrate:</p> <ul style="list-style-type: none"> • The application should address a community need and reflect a clear whole community benefit. • The capacity of the applicant to successfully complete the project. • Grant funds do not exceed more than 50% of total project cost. • Facilities are on Freehold land, Crown land or land under an acceptable deed, trust or tenure for non-profit incorporated bodies. • A balanced, realistic and complete project budget including committed financial contribution by the application, other grant agencies or sponsorships. • All key stakeholders must be consulted and written consent obtained where necessary. • Proposals should be consistent with Council's Corporate Plan outcomes and strategies - <ul style="list-style-type: none"> ○ An accessible community ○ Aged facilities and service to meet the community needs ○ Recreational services meet the needs of the community ○ A vibrant and active community ○ Visually appealing and well presented towns ○ A safe and prepared community ○ Community facilities that meet the needs of the community ○ A community that values art, history and culture • That the project does not duplicate an existing service or facility in the Shire. • Priority may be given to projects that are of regional significance and will utilise funds (if successful) to seek other external funding (e.g. Gambling Community Benefit Fund).
INELIGIBLE ITEMS	<p>The following will <u>not</u> be considered for funding:</p> <ul style="list-style-type: none"> • General operating costs (e.g. electricity, rates, phone, rent, meals, hire of Council assets, accommodation, and maintenance). • Private/commercial ventures. • Projects under litigation. • Relocation costs. • Retrospective funding. • Recurrent funding. • Support for an individual pursuit. • Ongoing salaries/wages for staff (a position created for the length of a

	<p>project is considered eligible).</p> <ul style="list-style-type: none"> Projects that do not involve the Flinders Shire Council community.
<p>AGREEMENT</p> <p>TERMS OF GRANT</p>	<p>If Council approves a funding application, the proponent will be required to undertake to execute a funding agreement prior to payment of the grant, which will include:</p> <ul style="list-style-type: none"> Period for which grant is offered, with milestone dates. Specification of agreed output. Ensure recognition of Council's participation. Obtain all necessary consents and approvals. Periodically report to Council on progress of project. At the completion of the project provide Council with an Acquittal Report, including final costs, together with details of community participation. Council's financial responsibility being limited to the approved grant. All attempts must be made to purchase on a competitive basis, goods & labour from within the Flinders Shire. Any extension or request to carry over funding into the next year is to be requested in writing to Council and will be considered. The final outcome is at Council discretion. An obligation to notify Council of any material changes in the project. Upon returning of the signed Letter of Offer, the Community Group is to provide a Tax Invoice for the Grant Amount (plus GST) to Council for payment. It is a requirement that all unspent funds are to be returned to Council.
<p>AUSTRALIAN BUSINESS NUMBER (ABN)</p> <p>COMMUNITY GROUPS AND ORGANISATIONS</p>	<p>As all grant programs attract GST under the new tax system, your Community Group's/Organisation's Australian Business Number (ABN) must be provided to Council. This can be acquired from the Australian Taxation Office.</p> <p>If your Group/Organisation does not have an ABN, you must supply a completed and signed Statement by Supplier, available for down load at:</p> <p>https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/Statement%20by%20a%20supplier.pdf or a copy is available by contacting the Community Development Officer at the Flinders Shire Council.</p>
<p>THE APPLICATION</p>	<p>Application Form and submissions for consideration by Council for funding are to be made via the Smarty Grants portal - https://flinders.smartygrants.com.au/</p> <p>NOTE: Late or incomplete applications will not be considered.</p>

HOW AND WHEN will I be NOTIFIED

Applications are assessed against the selection criteria by the Community Services Department before being ratified by Council.

Funding rounds will occur as follows:

Round Open Each Year	Notification of Decision	For Projects Occurring In
October	Mid to Late December	January to June
February	Mid to Late April	July to December

Successful applicants

You will receive an Approval Letter, a Funding Agreement, and an Acquittal Form will be linked to your Smarty Grants account. The Funding Agreement will include Terms and Conditions of the grant, any special conditions that may have been attached to your grant and GST information. You will need to complete and sign the Funding Agreement before any funding will be released. You have 12 months from the date of signing the Funding Agreement to complete the project.

Council may offer a lower funding amount than required and may place conditions on or be specific about the items in the budget that it is offering to fund. This will require applicants to revise the original budget and proposal outcomes to show that the proposal can still be completed and the outcomes achieved.

Unsuccessful applicants

Failure to receive funding is not necessarily due to a poor application but may be the result of the demand for funds. For feedback on your grant application, please refer to the contact phone number given in your notification letter.

You may wish to consider submitting your application to another grants program. Both State and Commonwealth Governments have websites that list available grants and it is recommended to sign up for Community Connect and Sport and Rec eNewsletters for any funding information.

<http://www.flinders.qld.gov.au/enewsletters>

Queensland State Government 'Find a Grant'
Flinders Shire Council eNewsletters
Aust. Government Arts & Cultural Funding
Australian Government Business Funding
Foundation for Rural and Regional Renewal
Gambling Community Benefit Fund
Volunteer Grants

www.qld.gov.au/grants
www.flinders.qld.gov.au/enewsletters
<http://arts.gov.au/funding>
<https://www.business.gov.au/assistance>
www.frrr.org.au/
www.olgr.qld.gov.au
www.dss.gov.au/grants/open-for-application

GRANT ROUNDS

Community Grants will be called and advertised locally and information available on the Flinders Shire website www.flinders.qld.gov.au.

More than one round may be called if all funds are not distributed in the first allocation.

FOR FURTHER INFORMATION

Contact:

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