GEORGES RIVER COUNCIL

GRANTS PROGRAMS

• Stronger Communities Fund
• Georges River Community Grants Program

Document Date: July 2016
I. INTRODUCTION

The Georges River local government area (LGA) covers 38 square kilometres and includes the suburbs of:

<table>
<thead>
<tr>
<th>Riverwood</th>
<th>Beverley Hills</th>
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<tbody>
<tr>
<td>Peakhurst</td>
<td>Carlton</td>
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<tr>
<td>Kingsgrove</td>
<td>Allawah</td>
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<tr>
<td>Penshurst</td>
<td>Narwee</td>
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<tr>
<td>Hurstville</td>
<td>Oatley</td>
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<tr>
<td>Mortdale</td>
<td>Connells Point</td>
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<tr>
<td>South Hurstville</td>
<td>Blakehurst</td>
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<tr>
<td>Kogarah</td>
<td>Beverly Park</td>
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<tr>
<td>Carss Park</td>
<td>Kogarah Bay</td>
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<tr>
<td>Peakhurst Heights</td>
<td>Sans Souci</td>
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<tr>
<td>Lugarno</td>
<td>Hurstville Grove</td>
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<td>Ramsgate</td>
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STRONGER COMMUNITIES FUND

The Stronger Communities Fund has been established by the NSW Government to kick start the delivery of projects which will improve community infrastructure and services.

The Stronger Communities Fund provides the newly formed Council with $10 million. Of this total, $1 million will be available to local community groups to apply for grants of up to $50,000. Projects may include funds for community and cultural development programs, environmental projects, upgrades of club facilities, funding of sporting equipment, or providing tools and equipment to improve the delivery of community services.

GEORGES RIVER COMMUNITY GRANT PROGRAM

The Georges River Community Grants Program is intended to provide a basis for Council to allocate its funds to address priority community needs under Section 356 of the Local Government Act in an effective and equitable manner, based on the individual merits of each request.

The Georges River Community Grants Program provides a total of $200,000 which will be made available to local community groups to apply for grants of up to $10,000 each for community projects and assistance for capital works, in the areas of community development, culture and arts development, environment and sports clubs.

Georges River Council will facilitate the Stronger Communities Fund and Council’s Community Grants Program in one streamlined process.
2. **SELECTION CRITERIA**

The selection criteria for both the Stronger Communities Fund and the Georges River Community Grants Program are the same, and specified below.

2.1 Applicants must be incorporated not-for-profit community groups to apply for the Stronger Communities Fund, however not-for-profit community groups that are not incorporated can apply for the Georges River Community Grants Program.

2.2 Funding will be available for new and innovative community projects that respond to community needs and aspirations and for assistance with capital works, such as improvements to facilities or the purchase of equipment.

2.3 Within each program funds will be allocated across the following areas:

- Community development
- Culture and arts development
- Environment and conservation
- Sport and recreation.

2.4 To be successful for funding, community projects must demonstrate they meet the following criteria:

- Deliver social, cultural, economic or environmental benefits to local communities
- Address an identified community priority
- Be well-defined with a clear budget
- Demonstrate that any ongoing or recurrent costs of the project can be met by the community group once grant funding has been expended
- The organisation must demonstrate the capacity to manage funds and deliver the project.
3. **FUNDING PROGRAMS**

3.1 **Stronger Communities Fund**
A total of $1 million will be allocated through the Stronger Communities Fund. Eligible community groups can apply for grants of up to $50,000 each. For more information on the Stronger Communities fund please click here or visit the Fit for the Future NSW website at http://www.fitforthefuture.nsw.gov.au

3.2 **Georges River Community Grants Program**
A total of $200,000 will be allocated through the Georges River Community Grants Program. Eligible community groups can apply for grants of up to $10,000.

4. **FUNDING CRITERIA**

4.1 To ensure that funding is allocated in the most equitable and effective way possible organisations and groups are only able to submit one (1) application for the Stronger Communities Fund, as well as one (1) application for the Georges River Council Community Grants Program for each round of funding. Separate applications must be made for each project.

4.2 Applicants must be not-for-profit organisations. They must demonstrate that they provide or have the capacity to provide services, activities and/or programs that benefit the Georges River Council community.

4.3 Partnership applications can be submitted (and are encouraged) and will not impact on an individual application submitted by an individual organisation.

4.4 Locally based projects are encouraged and should not duplicate other existing services or programs in the area.

4.5 Funding priority will be given to:

   - Areas where there is an identified (documented) community need
   - Projects that will benefit the wider Georges River community
   - Projects that foster community partnerships and resource sharing
   - Projects that demonstrate innovation.

4.6 The allocation of Community Grants to organisations will take into account other Council subsidies given to that organisation, for example, the operating costs incurred by Council in providing subsidised accommodation. Grants will not be provided to cover a shortfall in the applicant organisation’s general operating costs, with the exception of a subsidy such as a rental subsidy which may be provided to secure the ongoing viability of a priority service to the community.
4.7 All grant allocations made by Council are made on the assumption of honest and full disclosure of information contained in the application. Evidence of any breach will render the grant null and void in which case any funds paid under the scheme must be returned to Council. Grant funds will not be provided towards any unlawful, unethical or profit-making purposes, or towards any political purposes.

4.8 Applicant organisations required to be registered for GST must be so registered, and provide their Australian Business Number (ABN) to Council in order to be approved for allocation of a grant. Council will increase the amount of a grant provided to a GST registered applicant organisation by the amount of its input tax credit entitlement to compensate for the GST payable on grants.

4.9 Upon approval of the payment of a grant pursuant to an application under these guidelines, Council will require organisations that are registered for the GST to complete a written agreement authorising Council to issue a Recipient Created Tax Invoice for GST legislative purposes in the form required by relevant legislation.

4.10 Grant applications must provide full and appropriate costing of all aspects of the proposed project, and strategies for the successful implementation of the project. Applicants must demonstrate that grant funds can be expended within the project timeframe as nominated in the grant application.

4.11 Applicants must address the Selection Criteria of the grant program for which they are applying, complete all required sections of the application form, and submit the application by the advertised deadline. Late applications will not be considered.

4.12 Applicants must immediately advise Council of any changes to the purpose or proposed use of grant funds from those detailed in the application, and of any significant changes in the aims and objectives or management structure of the applicant group or organisation.

4.13 Applicants who have received funding from either the former Hurstville or Kogarah Councils under the Community Grants Program in 2015-16, and who are considering applying to either the Stronger Communities Fund or the Georges River Community Grants Program, must have submitted their acquittal or progress report prior to or at the time of submitting their application for Georges River Council’s Grant Programs. Failure to do so may render new applications ineligible.
5. **INELIGIBLE ACTIVITIES**

The Stronger Communities Fund and the Georges River Community Grants Program does not fund:

- Retrospective funds for projects
- Any project of a commercial nature that is for personal profit
- Uniforms, travel, subsistence costs, and production of newsletters
- Ongoing operating and maintenance costs
- Organisations whose main purpose is to fundraise are not eligible for financial assistance.
- Schools or State Government Departments are not eligible for funding under either the Stronger Communities Fund or the Georges River Community Grants Program.

6. **PROCEDURE**

6.1 To be considered for funding you must comply with the following procedures you must:

- Identify the grant and funding category for which you are applying
- Ensure your project meets the identified Selection Criteria
- Complete Stronger Communities Fund OR a Georges River Community Grants application form in full.

6.2 Additional documentation should be provided, including a copy of the organisation's latest audited financial statement, or where an organisation is not subject to audit requirements, a signed statement of income and expenditure for the last two financial years is required.

Other relevant information could include the organisation's history of project management or project/s previously acquitted: including a brief outline of project aims, objectives and outcomes.

It is the responsibility of applicants to ensure that all supporting documentation is submitted with the application.

Advice on completing your application can be arranged by contacting Council staff.
7. APPLICATION ASSESSMENT PROCESS

7.1 All applications will be considered on their individual merits. All information pertaining to the assessment, prioritisation and decisions about grant applications will remain confidential.

7.2 A panel will use the defined Selection Criteria for each category to assess and recommend projects for funding.

7.3 The 2016/2017 Grants Program Assessment Panel will assess both the Stronger Communities Grants and annual Georges River Community Grants Program applications.

Membership of this Panel will include:

- State Member(s) of Parliament, or a nominated representative
- Regional Coordinator of the Department of Premier and Cabinet, or their delegate
- General Manager or their delegate (Chair)
- An independent probity advisor
- One former Councillor from the former Hurstville Council and one former Councillor from the former Kogarah Council

7.4 The annual Georges River Community Grant Assessment Panel for 2017/2018 will include:

- General Manager or their delegate (Chair)
- An independent probity advisor
- One former Councillor from the former Hurstville Council and one former Councillor from the former Kogarah Council

7.5 Following the assessment by the Panel, a report with specific recommendations will be submitted to Council for determination.

8. ACCOUNTABILITY AND ACQUITTAL OF FUNDS

8.1 Following a determination by Council, successful applicants will receive a letter of offer detailing funding conditions for their project.

8.2 Expenditure of funds will be monitored by Council to ensure compliance with the purpose of the grant and the conditions specified.

8.3 Funds provided through the Georges River Community Grants Program must be expensed within twelve months of receipt unless otherwise approved by Council. A financial acquittal and evaluation report must be completed and returned to Council within this time.
8.4 Funds provided through the Stronger Communities Fund must be expended by 30 June 2019 unless otherwise approved by Council. Six monthly progress reports are to be provided to Council from the time of funding until all funds are expensed and the project is completed. An acquittal and evaluation report must be completed and returned to Council at the time of project completion.

8.5 Successful applicants will need to submit an acquittal to Council with a financial statement for the project outlining how the funds were spent. Acquittals must display that funding was paid toward the items listed in the budget contained in the application, and in accordance with any stipulations contained in the formal letter of offer sent to the recipient. Council may conduct an in depth audit of financial and program outcomes. Any unexpended funds must be refunded to Council.

8.6 Successful applicants will also be required to provide a final report to be submitted at the time of project completion. The report is to have a description of the benefits and outcomes achieved by the project, including an evaluation that determines the project’s effectiveness in achieving the goals stated in the grant application.

8.7 Any organisation that does not acquit funds or reports on outcomes correctly at the end of the funding round may not be eligible for any further funding from Council under this program.

**Acquittals and final reporting for the Georges River Council Community Grants are due by Friday 28 October 2017. Acquittals and final reporting for the Stronger Communities Fund are due to Council by 30 June 2019.**

8.8 Successful applicants are required to acknowledge Council by using the following statement depending on the category of funding:

‘Supported by the NSW Stronger Communities Fund’ or ‘Supported by Georges River Council Community Grants Program.’

If your organisation would like to use Council’s logo on publications, please contact Council’s Communications Department on 9330 6008 or 9330 9472 to seek permission.

9. **ADVERTISING OF PROGRAM**

9.1 The availability of funds under the Community Grants Program will be advertised through the St George and Sutherland Leader and on Georges River Council’s website.
10. GRANTS PROGRAM TIMETABLE

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<tr>
<td>Fund and Georges River Community Grants Program</td>
<td></td>
</tr>
<tr>
<td>Report and recommendations to Council for allocation of</td>
<td>October 2016</td>
</tr>
<tr>
<td>grants</td>
<td></td>
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<tr>
<td>Notification to all applicants and distribution of grants</td>
<td>November 2016</td>
</tr>
<tr>
<td>Community cheque presentation</td>
<td>November 2016</td>
</tr>
<tr>
<td>Submission of acquittals for funded projects</td>
<td>June 2019</td>
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11. CONTACT

For any enquiries and assistance, please contact Council on 9330 9466.