



Council Policy Manual 2017

Division 6 - Finance

The policy in this document requires review.



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6.5.3 Financial Assistance – Community Bodies

The following procedure shall apply for all community bodies seeking Council funding support for projects in any financial year

- a) Application shall be made not later than 31st March in the year preceding the commencement of the following financial year i.e. 1st July to 30th June,
- b) Applications must include full details of the proposal and include accurate assessments of cost and the anticipated outcomes,
- c) Applications must include details of the organisations contribution in cash and in kind to the project and the amount sought from Council,
- d) Applications must be accompanied by an up to date statement of the financial position of the organization and usage of any facility to be upgraded including the average annual amount of fees received in the preceding 3 years,
- e) Works cannot be commenced in anticipation of a shire subsidy being provided without the approval of Council to commence prior to funding consideration,
- f) Council will consider all applications received and allocate budget funding of up to a total of \$50,000 per annum on a priority basis,
- g) Funding provided will in normal circumstances not exceed two-thirds (2/3) of the total cost of the project however projects to rectify items that are a safety hazard to users of the facility may be 100% funded. The (1/3) contribution, where required, from the community body may include in kind works allocated on the following basis; unskilled labour is calculated at \$25 per hour and skilled labour (qualified trades people) at \$40 per hour,
- h) Council is under no obligation to fund or subsidise any project and each application will be considered on its merits,
- i) Where a funded project is not commenced during the financial year that funding is allocated a new application must be made for the next year or funding will be deemed to have lapsed. Unspent Funding is not automatically rolled forward. Any groups that regularly have unspent funds may not be considered for future funding rounds,
- j) The Shires Community Development Officer must be consulted as a part of the application process.