

FINANCIAL ASSISTANCE GRANTS GUIDELINES

Wattle Range
COUNCIL

ABOUT THE FINANCIAL ASSISTANCE GRANTS



Wattle Range Council is committed to...

'Promoting and supporting the establishment of strong, sustainable clubs and volunteer organisations throughout the Wattle Range area.'



Through the Council's Financial Assistance Grants program we are looking to fund projects and/or purchases that help us to achieve our strategic plan, with a primary focus on creating...

'Community vibrancy, through advocacy and maintenance of community services and enhanced public facilities'

WHAT FUNDING OPTIONS ARE THERE?

Council allocates approximately $55,000* per financial year to its Financial Assistance Grants programs for distribution in two separate grant funding rounds.

Grants of up to $3,000 are available.

Grants are offered in two (2) separate funding categories:

Community Financial Assistance Grants

A total of $25,000 is available for allocation to eligible Community groups and organisations to foster and assist in the development of a broad range of community based services within the Wattle Range Council area.

Sport & Recreation Financial Assistance Grants

A total of $30,000 is available for allocation to eligible Sport & Recreation groups and organisations to foster and assist in the development of sport and recreational infrastructure and services within the Wattle Range Council area.

Each of the two (2) grant funding rounds will operate as follows:

	ROUND 1	ROUND 2
Applications open	July	December
Applications close	August	January
Outcomes advised	September	February

Applications will not be considered outside of the respective grant funding round periods.

Refer to Council's Financial Assistance Grants Application Form for specific dates.

*Financial year funding is subject to Council budget. All grants are subject to availability of funds and eligibility requirements.



AM I ELIGIBLE TO APPLY?

	COMMUNITY	SPORT & RECREATION
Not-for-profit incorporated group, organisation or club	✓	✓
Voluntary association	✓	✓
Unincorporated bodies/groups with a community focus	✓	✓
Individuals	✗	✗
Profit making organisations including commercial entities, businesses and sole traders	✗	✗
Organisations with outstanding debts such as rates, fees or charges to the Council	✗	✗
Organisations that do not provide a satisfactorily completed evaluation/accquital form for any previous funding recieved from Council	✗	✗
Organisations that DO NOT have an ABN	✗	✗
Primary or secondary schools unless they are able to demonstrate that their sport/recreation project is predominantly for the benefit of the wider community	Unlikely	
Organisations that have already received funds from Council under Grant Programs in the same financial year	Unlikely	

WHAT IS NOT ELIGIBLE FOR GRANT FUNDING?

- Routine or ongoing operating costs (staff wages, rent, electricity, water, insurance etc), the purchase of land or the repayment of financial loans.
- Projects which have already been commenced or completed prior to grants being awarded.
- Individual (single person) participation projects.

THINGS TO REMEMBER

- Organisations must be able to contribute at least 50% of the total cost of the project, unless extenuating circumstances can be demonstrated.
- The sum of in kind and voluntary contributions from the organisation must not exceed 25% of the total project.
- In any given grant round, multiple applications will not be considered from the same organisation.
- All applicants must possess an Australian Business Number (ABN)
- Council only provides grant funds via Electronic Funds Transfer (EFT). Applicants must provide bank account details in the same name as the group or organisation that is the applicant under this Grants Program. Funding will only be paid to the applicant of the grant.
- All grants must be completed and claimed by 30 June of each financial year.

Example: Meeting the 50% Contribution Requirement

A local sporting club wants to purchase a new oven for its canteen at a cost of $2,000. The club applies for a $1,000 grant and contributes the remaining $1,000 through a combination of $500 cash and eligible in-kind support, such as a qualified electrician may donate their time to install the oven to the value of $500.

The club's contribution meets the funding requirement of at least 50% of the project cost, and the in-kind contribution does not exceed 25% of the total project cost.

HOW WILL MY APPLICATION BE ASSESSED?

The first stage is an eligibility check where we will consider your application against the eligibility criteria (see 'Am I eligible to apply?' on page 3)

If the application meets all eligibility criteria it will proceed to the assessment stage where we evaluate how the proposed activity will deliver outcomes for our community.

Both the eligibility and assessment stages are undertaken by Council staff. The decision of awarding grants will be made by Council at the next available meeting following the close of applications.

ASSESSMENT CHECKLIST

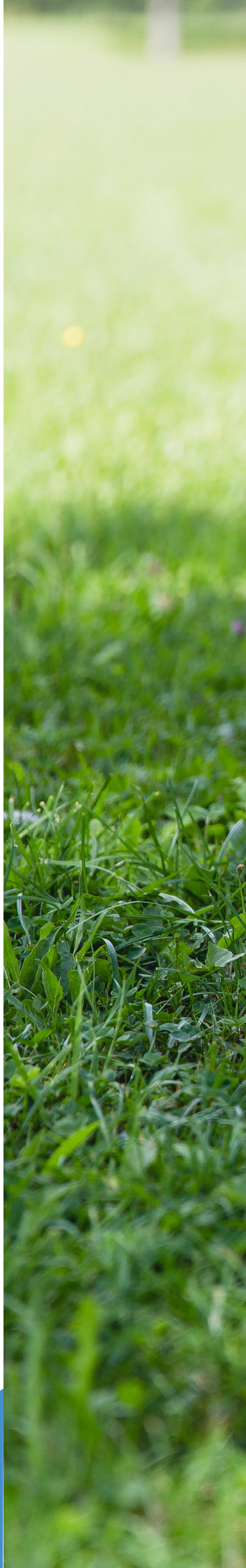
- ☐ Does your project meet the eligibility criteria?
- ☐ Are you able to contribute 50% of the project cost?
- ☐ Do you have a current ABN?
- ☐ Is this the only funding you will receive from Council this financial year?
- ☐ Have you provided a copy of the most recent annual financial statement? (Does not need to have been audited)
- ☐ Have you provided all bank statements for the last 3 months?
- ☐ Will your organisation be able to proceed if a lower grant is awarded?

ACQUITTALS & REPORTING REQUIREMENTS

- Grant funds will be paid to successful applicants after Council receives a completed Claim Form.
- Claims must include evidence demonstrating the project has been completed and the funds expended:
  - Tax invoices for project expenses.
  - A brief project report.
  - Photos of the completed project (if applicable).
- If the grant recipient is registered for GST, a tax invoice must be provided with the Claim Form.
- Council may consider, on written application, a claim for payment of grant funds for projects which are not fully completed by the claim deadline date.
- Payment will not be made for a completed project which is not the project detailed in the grant application.
- Claims for payment of grant funds must be submitted to Council by the grant claim deadline as advised to the successful grant recipient, or the grant may be forfeited.
- Claims for payment of a grant which are received by Council after 30 June will not be considered under any circumstances.

HOW DO I APPLY?

Completed applications can be submitted by email to council@wattlerange.sa.gov.au, by post to PO Box 27, MILLICENT SA 5280 or in person at any Wattle Range Council office.



FOR ENQUIRIES CONTACT

e: council@wattlerange.sa.gov.au
t: 08 8733 0900