



FINANCIAL ASSISTANCE GRANTS GUIDELINES



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 \$2,000 are awarded on a dollar for dollar basis unless special circumstances apply.

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

Community Financial Assistance Grants

A total of \$30,000 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 and events within the Wattle Range Council area.

Sport & Recreation Financial Assistance Grants

A total of \$25,000 is available for allocation to eligible Sport & Recreation groups and organisations to foster and assist in the development of sport and recreational infrastructure, services and events 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	✗	✗
Organisations who are able to contribute at least 50% of the total cost of the project, unless extenuating circumstances can be demonstrated	✓	✓
Primary or secondary schools unless they are able to demonstrate that their sport/recreation project or event 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) event participation or projects.
- Events or functions which are held on an annual or other regular basis.

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.
- 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.

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 following receipt of a completed Claim Form, accompanied by evidence clearly demonstrating that the project or event has been completed and funds expended (must include tax invoices (subject to GST), a brief report, photographs of completed project (if applicable). If the grant recipient is registered for GST, a tax invoice must accompany 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