	<b>GUIDELINE</b>	Version:	6
	Community Grants, Scholarship and Sponsorship Programs	Date Adopted:	12 Mar 2024
		Next Review Due:	12 Mar 2028

## 1. STATEMENT

This document provides guidance on the application and assessment process of a range of Council financial assistance programs that are available to individuals and community groups within the Wattle Range Council area.

## 2. DEFINITIONS

**Not for profit** - is an organisation that is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. This applies both while the organisation is operating and when it winds up.

**Donation** – is a cash contribution to an individual or organisation that may be associated with a particular event, purpose or project but does not carry with it any specific guidelines for use, or any acquittal requirements.

**Sponsorship** - is a cash contribution to an individual or organisation for a specific purpose or event where the Wattle Range Council receives public recognition for its contribution and where the funded organisation will be required to present a financial acquittal and end of sponsorship project report to the Council.

**Grant** – is a cash contribution made to an individual or organisation for the sole purpose of the delivery of a one-off project and which must be fully financially and qualitatively acquitted to the Council at the conclusion of the project.

**In - Kind** - an in-kind donation is a donation of services and/ or resources where no cash is exchanged. In-kind requests include but are not limited to subsidised waived fees and venue hire, administrative or operational services, and various applications of staff time and other resources.

**Acquittal** - is the process of ensuring that any funds have been fully expended for the purpose for which the funds were initially granted.

**Shovel ready** – A shovel ready project is one that has a mature scope of work, robust cost estimates, planning approvals (if required), and can proceed within three months of any funding being awarded by Council.


## 3. PRINCIPLES

### 3.1 Scope

Council receives a large number of requests from individuals and community groups for grants, scholarships, sponsorship and in-kind support. This guideline is a strategic tool aimed at supporting the community through various means of financial support with the aim of building community capacity, supporting innovation and addressing community needs in line with the Council's strategic objective of promoting community vibrancy.

This guideline provides an equitable, efficient, transparent and sustainable framework for the allocation of Council' financial assistance programs available to the broader Wattle Range community.

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#### 4. Funding Categories

Council provides an allocation from its annual rates revenue to a range of grants, scholarships and sponsorships. To ensure that these funds are distributed in a rational way, a range of criteria are used for the assessment and prioritisation of applications to be funded.

The funds allocated to local community groups, organisations and individuals are to assist in the provision of activities and services that benefit the local community. The following funding categories encourage and cater for a range of applications and activities.

Community Funding Category	Description	Open for applications	Maximum amount per application	Approval
<b>Category A</b> Community Infrastructure Grants	One-off infrastructure projects that provide broad benefits to a township or community	Twice a year- July 1 – 31 November 1 – 30	\$50,000	Council
<b>Category B(i)</b> Community Financial Assistance Grants	To foster and assist in the development of a broad range of community-based services and events within the Wattle Range Council area.	Twice a year, in August and December	\$2,000	Council
<b>Category B(ii)</b> Sport & Recreation Financial Assistance Grants	To foster and assist in the development of sport and recreational infrastructure, services and events within the Wattle Range Council area.	Twice a year, in August and December	\$2,000	Council
<b>Category C</b> Local Heritage Restoration Grants	The program promotes and supports the conservation of local heritage buildings and structures, by reimbursing property owners with a proportion of costs involved in retaining, reinforcing or re-instating their heritage significance.	Upon Application	\$2,500	Delegated Authority
<b>Category D</b> Youth Development Foundation Grants	Provide financial assistance to youth within the Wattle Range Council area who have been selected from locally based community, educational and sporting organisations to participate in an officially accredited event at the State, State Country or National level.	Upon Application	\$200 for representation within Australia and \$400 for representation outside of Australia	Delegated Authority
<b>Category E (i)</b> Flinders University Scholarships	The Terry Roberts MLC Memorial student scholarship has been established to assist students from the Wattle Range Council area to commence undergraduate study at Flinders University.	Upon Application to Flinders University	2 x Scholarships valued at \$5,000 each	Delegated Authority
<b>Category E (ii)</b> University SA Study Grants	This grant provides encouragement and support for talented students from the Wattle Range Council area as they commence a University SA undergraduate degree program.	Upon application to UniSA	2 x Scholarships valued at \$2,500 each	Delegated Authority

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<b>Category E (iii)</b> Dianne Manhood Commitment to Excellence in the Early Years Award	This peer nominated award is dedicated in memory of one of the region's most highly respected early years professionals, Dianne Manhood. The award is given towards on-going professional development activities for the recipient.	Upon Application	\$500	Delegated Authority
<b>Category E (iv)</b> Youth Leadership Development Program	Provide eligible youth with a 50% contribution to the costs of undertaking leadership training. The training shall enhance the leadership skills of the recipient with the objective of either advancing the recipients career in an existing Wattle Range business or advancing a community initiative within the Wattle Range region.	Upon Application	Up to \$1,000	Council
<b>Category F</b> Local Event Support	Financial and/or in-kind support to cultural/arts activities which will generate tourism or economic benefit for the Wattle Range Council area.	Upon Application	Up to \$3,000 (excluding in-kind support)	Delegated Authority (seed, one-off and in-kind) or Council (perpetual)
<b>Category G</b> Shop Façade Upgrade Program	One-off infrastructure projects that specifically upgrade and beautify shop fronts or make shops more disability friendly	Upon Application	Up to \$4,000	Delegated Authority
<b>Category H</b> Public Art on Private Assets Grants	One-off grants that assist private building and land owners to install professional artwork for public enjoyment	Upon Application	Up to \$5,000	Council


#### 4.1 Category A - Community Infrastructure Grants

The Community Infrastructure Grant (CIG) is a program that is provided to community and sporting groups to assist with co-funding major infrastructure projects. The grant is available to all community and sporting groups across the Council area. The CIG program assists community projects that provide direct benefits to residents of Wattle Range with a maximum Council contribution of \$50,000.

Council's total allocation to this program (refer Schedule 1). This program has a focus on health and wellbeing, access and inclusion, community participation and environmental sustainability. This includes infrastructure that supports any recreational, sport or cultural activities, including projects that:

- Build new infrastructure in response to an identified community need.
- Upgrade or improve existing community infrastructure.
- Improve accessibility of community facilities to increase use and promote inclusion.

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Projects can involve improvement to infrastructure that can result in:

- Improved community health and wellbeing.
- Enhanced and diverse participation by the community.
- Improved community safety.
- Improved environmental sustainability or address environmental issues and concerns.

The total grant pool (refer Schedule 1) is an annual allocation that will be available to sporting and community groups who have infrastructure projects that are *shovel ready*.

The following is a list of conditions and guidelines for the grant applicant:

- Applicants can apply for amounts up to \$50,000 for their project.
- Applicants must be able to contribute at least 50% of the Council's contribution from their own, existing accounts. These funds may not come directly or indirectly from other grant sources for the project in question.
- Applicants should be aware that the grant process is competitive, and funding may not be guaranteed.
- If an application is being supported by an auspicing body on behalf of another organisation, the application form must have written approval of the auspicing body submitted with the application, or the application must be submitted by the auspicing body.
- Only one CIG application per financial year will be considered.

Eligibility criteria includes:

- Not for profit incorporated group, organisation or club; or
- Voluntary association; or
- Unincorporated bodies/groups with a community focus; and
- Applicants must be able to contribute at least 50% of the total cost of the project; and
- Applicants must have a current Australian Business Number (ABN) issued by the Australian Taxation Office (ATO); and
- An organisation may only submit one application per grant funding round; and
- Primary and Secondary schools are generally excluded from applying, unless they can demonstrate that their project or event is predominantly for the benefit of the wider community.

## 4.2 Category B - Financial Assistance Grants


Subject to the Council budget approval, Council allocates \$55,000 annually to its Financial Assistance Grants programs. The program has two separate rounds commencing in August and December annually.

These financial assistance grants are offered in two (2) separate funding categories:

### (i) Community Financial Assistance Grants

A total of \$30,000 is available per annum 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.

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## (ii) Sport & Recreation Financial Assistance Grants

A total of \$25,000 is available for allocation to eligible Sports & 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.

Eligibility criteria includes:

- Not for profit incorporated group, organisation or club; or
- Voluntary association; or
- Unincorporated bodies/groups with a community focus; or
- Individuals; and
- Applicants must be able to contribute at least 50% of the total cost of the project; and
- Applicants must have a current Australian Business Number (ABN) issued by the Australian Taxation Office (ATO); and
- An organisation may only submit one application per grant funding round; and
- Primary and Secondary schools are generally excluded from applying, unless they can demonstrate that their project or event is predominantly for the benefit of the wider community.

The types of project which would be considered appropriate for funding would include:


- The purchase of furniture, tools or equipment aimed at improving the quality or range of activities or level of use of the facilities;
- The renovation, overhaul or repair of existing equipment, buildings or facilities to extend the life or usability of the overall facilities to the community;
- Support for the hosting of special sporting or recreation events (including major events) which create community and/or economic benefits for the Council area;
- Projects which are aimed at increasing the community usage of specific sport or recreation facilities;
- Programs that encourage and support equity of access to community facilities; programs and activities for all citizens within the Wattle Range Council area, particularly those people who are economically or socially disadvantaged or have disabilities;
- Projects or programs that increase the range of, and access to, quality community recreational, social and cultural activities;
- Projects that address the needs of mature age residents and people with disabilities.

In respect of projects involving buildings or infrastructure, preference will be given to applications which aim to renovate, overhaul or repair existing buildings or facilities, rather than the construction of new or additional facilities, consistent with Council's Strategic Plan pertaining to infrastructure.

### 4.3 Category C - Local Heritage Grants

The Council area is endowed with a diversity of historic architecture, significant sites and cultural heritage. The conservation of our built heritage will preserve outstanding places and connection to the local history of the community and helps to promote tourism within the region.

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Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to its Local Heritage Grants (LHG) program. Applications are accepted throughout the year and are only applicable to premises that are listed on Council's Local Heritage Register.

The LHG program promotes and supports the conservation of local heritage buildings and structures, by reimbursing property owners with a proportion of costs involved in retaining, reinforcing or re-instating their heritage significance.

Depending on demand for assistance and funds available in the respective financial year, a maximum of 50% of the cost of the conservation work (i.e. matched dollar for dollar by the applicant) up to a total subsidy of \$2,500 may be approved.

LHG funds may be used to cover up to \$1,500 of the costs for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken.

Eligibility criteria includes:

- Applications will only be accepted from the property owner of the Local Heritage listed property;
- Value of works must be in excess of \$1,000;
- Internal works to local heritage items where public access is readily available will be considered;
- Works that ensure the structural integrity of the building;
- Re-instatement of lost elements or fabric of a historical building where physical or archival evidence is available, such as historical photos or drawings, or remnant site fabric of elements. (Conjectural works will only be supported where no prior evidence exists, and a heritage consultant is engaged to achieve an authentic and appropriate outcome).

The following exclusions apply:

- Work that has already been completed or commenced;
- Properties that are in arrears for any unpaid debt with Council;
- State or Australian Government owned buildings;
- Any other exclusions that appears within this Guideline.

#### 4.4 Category D - Youth Development Foundation Grants


The Wattle Range Youth Development Foundation is established to provide assistance to youth within the Wattle Range Council area who have been selected from locally based community, educational and sporting organisations to participate in an officially accredited event at the state, state country, national or international level.

The financial assistance from Council may be in the form of a cash contribution towards the expenses involved in travelling to the event, accommodation, equipment and attendance at training. It is not envisaged that Council would pay all expenses but would pay a contribution to defray some of the expenses involved in participating in the event.

To be considered for a grant, an application form (available on the Council's website) must be completed by the youth or his/her representative organisation and lodged with Council at least six weeks prior to the event. Applications need to include a selection confirmation

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statement from the event administrator, details of the event (e.g. location and date) and details of the costs associated with participating in the event.

Council will include an amount of money in its annual budget to meet the cost of providing financial assistance for the Youth Development Foundation Grant. Applications will be considered throughout the year. Council Officers will present a report of eligible applications to Council for consideration.

#### 4.5 Category E – Scholarships and Study Grants

Council supports and acknowledges the development of youth across the Council area. Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to scholarships and study grants in order to support local students in their learning, development and retention in the Council area.

Council partnerships have been developed with local Universities and training providers in South Australia. It is a prerequisite that the students place of origin is from the Wattle Range Council area and in the case of the Youth Leadership Development Program, the recipient must also work in the Wattle Range Council area.

##### (i) Terry Roberts MLC Memorial Student Scholarship

Wattle Range Council has established the Hon Terry Roberts MLC Memorial Student Scholarship to recognise the contribution made by the late Hon Terry Roberts to South Australia, the Wattle Range Council area and the Millicent community. The scholarship has been established to assist students from the Wattle Range Council area to commence undergraduate study at Flinders University. Subject to availability, up to 2 Scholarships valued at \$5,000 each will be awarded annually.

##### (ii) UniSA Wattle Range Study Grants

The Wattle Range Council UniSA Study Grant provides encouragement and support for talented students from the Wattle Range Council area as they commence a UniSA undergraduate degree program.

The grants will be awarded to students who resided in the Wattle Range Council area during Year 12, or in the period immediately prior to lodging an application to study at UniSA. Two grants of \$2,500 are available each year:


- One grant for a Wattle Range Council resident relocating to Adelaide to commence an undergraduate program offered at a UniSA Metropolitan Campus.
- One grant for a Wattle Range Council resident commencing study at the UniSA Mount Gambier Campus.

##### (iii) Dianne Manhood Commitment to Excellence in the Early Years Award

The peer nominated award is dedicated in memory of one of the region's most highly respected early years professionals, Dianne Manhood.

The award is sponsored by Wattle Range Council and the \$500 award money is given towards on-going professional development activities for the recipient.

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#### (iv) Youth Leadership Development Program

The Wattle Range Council Youth Leadership Development Program supports young people aged 35 years and under with a 50% contribution to the costs of leadership training. The training shall enhance the leadership skills of the recipient with the objective of either advancing the recipients career in an existing Wattle Range business or advancing a community initiative within the Wattle Range region. The aims of the Youth Leadership Development Program include:

- Retaining young people in our region longer;
- Providing young people with skills that create opportunities for career progression or advancement of community initiatives;
- Developing leaders locally, rather than seeking candidates for senior leadership positions from outside of the region; and
- Supporting local businesses and volunteer organisations to upskill their existing employees/volunteers to meet their growing needs

Sponsorship is capped at \$1,000 per person, per course, per annum. To be eligible, applicants must live and work/volunteer in the Wattle Range Council area and provide evidence of support of their employer (if employed). Course eligibility is at the discretion of Council.

#### 4.6 Category F – Local Event Support

Council supports and acknowledges the importance of the development and sustainability of community events to the health and vibrancy of our communities. Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to support a number of key events which are capable of generating ongoing tourism and economic benefit for the Wattle Range Council area.


It is expected that most sponsorship requests will come from organisations and community groups. However, individuals or unincorporated bodies can submit an application for sponsorship under the auspices of another recognised incorporated body. Under these circumstances, a signed agreement from the auspicing body must accompany the application.

Eligibility criteria includes:

- Appropriateness of the proposed event or activity and the overall suitability for the location;
- Innovation / originality of the concept;
- Timing of the event or festival in relation to its ability to extend the length of the local tourism season;
- Preference should be given to events staged outside peak and public holiday periods,
- Evidence of community support and participation in the event;
- The number of tourists the proposed event will encourage into the town/district,
- Evidence of a well-developed budget and business plan;
- The level of financial or in-kind support contributed to the event from other sources, particularly local sources;
- Evidence of long-term planning for development of the event (if it is not to be a one-off event);
- Marketing strategies;
- Management of past sponsorships;

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- Demonstrated ability of the organising committee to manage events.

### Seed Funding of New Events

Seed funding is designed to assist an organising body to establish a new recurring event in the Wattle Range Council area until such time that the event becomes self-sustainable. Funding may be provided for the first three years of an event with the annual funding amount significantly decreasing each consecutive year.

### One-off Funding Support

One-off funding support is aimed at new and established events that Council has not previously supported

### In-kind Sponsorship

Council will support new and existing events through in-kind sponsorship subject to available resources. In-kind sponsorship may include the following activities:

- Administrative assistance;
- Printing, mail out and promotional services;
- Assistance with extra waste management services;
- Assistance with road closures;
- Loan and delivery of Council equipment, including grandstands, parklet, fencing and hand sanitiser stations (a refundable deposit may be requested)
- Waiving of hire fees for use of council owned land and buildings subject to compliance with Council policy;
- Waiving of permit and other fees;
- Promotional support through social media platforms.

### Perpetual Sponsorship of Events

Council supports a small number of established events that receive perpetual funding in accordance with its Annual Business Plan (as per Schedule 1). Events seeking perpetual funding must submit a proposal to Council during December, January or February for consideration by Council to include in the following financial year's Annual Business Plan.


### 4.7 Category G - Shop Façade Upgrade Program

Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to its Shop Façade Upgrade Program. Applications are accepted throughout the year and are only applicable to premises that operate a business with an open shop and are located in the town centres\* of a Wattle Range Council community (\*zoned Township, Township Activity Centre or Suburban Activity Centre)

The need for shop façade upgrades has been repeatedly highlighted by the community during various consultations related to main street master planning and Community Town Plans. Council's Shop Façade Upgrade Program is aimed at supporting businesses and shop owners to improve the appearance and functionality of shopfronts in community town centres.

A maximum of 50% of the cost of the upgrade work (i.e. matched dollar for dollar by the applicant) up to a total subsidy of \$4,000 may be approved.

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Eligibility criteria includes:

- Applications will only be accepted from the property owner or with supporting evidence of approval by the property owner;
- Value of works must be in excess of \$1,000;
- The shop must be an open shop and located in the Town Centres of a Wattle Range Council community (Town Centres are zoned Township, Township Activity Centre or Suburban Activity Centre)
- Works must aesthetically improve the shop façade; **and/or**
- Works can improve accessibility for people with a disability

The following exclusions apply:

- Work that has already been completed or commenced;
- Home based businesses or activities;
- Properties that are in arrears for any unpaid debt with Council;
- State or Australian Government owned buildings;
- Any other exclusions that appears within this Guideline.

#### 4.8 Category H – Public Art on Private Assets Grant

Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to its Public Art on Private Assets Grant program. Applications are accepted throughout the year.


The Public Art on Private Assets is specifically aimed at businesses and organisations that may not be eligible for other grant opportunities (being for-profit organisations) who wish to undertake a public art project that is in line with Council's themes of wind and water. Council recognises the value of public art in improving public amenity, generating tourism and developing character within communities. The Public Art on Private Assets program offers part funding for one-off projects that support the installation of public art across the district.

A maximum of 50% of the cost of the public art project (i.e. matched dollar for dollar by the applicant) up to a total subsidy of \$5,000 may be approved. Ongoing maintenance of the public art will be the responsibility of the applicant and the applicant will be asked to outline how ongoing maintenance will be managed and funded.

Eligibility criteria includes:

- Local business; or
- Individual; or
- Other organisation, either incorporated or auspiced by an incorporated organisation;
- The applicant must be the owner of the private asset where the art is to be installed;
- Applicants must be able to contribute at least 50% of the total cost of the project;
- The Artwork must be located in an area highly frequented by members of the public;
- Artwork must be aligned with Council's themes of wind and water;
- Artwork must be completed by a professional, renowned artist;
- A proof or concept of the artwork must be submitted with the application for approval by Council;
- An organisation may only submit one application per financial year.

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#### 4.9 Landowner Consent and Letters of Support from Council

Letters of support and/or landowner consent are often required to support an application that relates to Council owned land as they demonstrate to potential funding partners that the application has Council's support.

Council staff will provide a letter of support and/or landowner consent (where applicable) for grant applications where the outcomes align with Wattle Range Council's Strategic Plan.

Requests for letters of support or landowner consent for grant applications must be made in writing with at least 14 days' notice before the document is required. Requests should include:

- Name of organisation
- Email address
- Phone Number
- Funding program details
- Date funding program closes
- Date letter is required
- Details of project
- Reason for applying for funds
- Total cost of project
- Details of how project will be funded including budget and business case, funding partners.

#### 4.10 Development Application Fees and Charges

Community Groups who are recognised as being an incorporated, not-for-profit organisation can apply in writing to the Chief Executive Officer to have development application fees waived. Only Council related fees and charges can be waived. Development application fees such as lodgement fees and fees that are required for external referrals, public notification advertising fees or as a Levy to the State Government or other third-party agencies will not be waived.


#### 4.11 General Considerations

Applications will be considered ineligible if applicants are in arrears in the payment of any rates, fees or charges due to Wattle Range Council at the time of their application.

Applicants **may be required to:**

- Show that they have a limited capacity to raise funds through other sources such as annual income, gate charges or similar.
- Agree in writing with any terms and conditions applying to the grant prior to the receipt of funds.
- Assume all responsibilities including project management, public risk and/or other insurances and any project funding shortfalls.
- Have satisfactorily acquitted any previous grants received from Wattle Range Council.
- Acknowledge Council's assistance in any publications or publicity.
- Have a committee of management that accepts responsibility for the administration of the grant.
- Have an adequate risk management plan in place.

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Applicants **may be required** to detail in writing:

- The purpose for which the requested funds will be utilised;
- Demonstrate that the purpose of the funding request meets a recognised community need or identified gap; and
- Demonstrate that the purpose of the funds will primarily benefit the residents of the Wattle Range Council area.

The applicant **must** comply with all relevant Australian and South Australian legislation, including:

- Accounting and auditing requirements;
- Equal opportunity and anti-discrimination laws;
- Planning and Building Rules (where relevant);
- Human rights laws;
- Privacy, confidentiality and freedom of information laws;
- Registration or accreditation of professional employees;
- Preparation and dissemination of Annual Reports.


Funding will **not** be provided for the purposes that:

- Are considered to be primarily the responsibility of the State or Federal Government;
- Seek to make a financial profit for the applicant;
- Events or functions which are held on an annual or other regular basis that require ongoing financial support;
- Retrospectively – i.e. have already been completed or for costs that have already been expended;
- Have funds available through other appropriate funding sources or avenues;
- Duplicate other locally available services;
- Require regular maintenance and/ or repairs to property where the responsibility is with a private entity, Local, State or Commonwealth Government Department;
- Are for ongoing operational costs such as building maintenance, rates, electricity, staff wages, rent, water, insurance, telephone costs or the purchase of land or the repayment of financial loans;
- Support Political Parties;
- Are for commercial activities, projects or events.

Where an application is made under the **Category A** CIG program - The applicant **must** also provide:

- A copy of the latest audited financial statements for a minimum period of two years;
- A detailed project budget, including proposed project expenditure, project income from all sources and funding assistance sought from Council;
- A copy of their business plan;
- Formal quotes (less than three months old) for all services and products over \$3,000. Quotes must include the suppliers ABN and the GST amount;
- Certificate of Currency for public liability insurance to cover members, contractors, volunteers and the general public, to \$20 million;
- Project plan;
- In the case of sporting associations, evidence of Star Club accreditation levels;
- Other supporting information that may assist Council in assessing the application.

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	Community Grants, Scholarship and Sponsorship Programs	Date Adopted:	12 Mar 2024
		Next Review Due:	12 Mar 2028

The successful applicant will be required to spend Council's grant funds within 12 months of the start of their program, project or activity and must abide by any other funding conditions required by Council. A written evaluation report / grant acquittal outlining the outcomes of the program, project or activity, together with an audited financial report on how the grant funds were expensed must be provided to Council within three months of the completion date of the program, project or activity.

The successful applicant must acknowledge Council's assistance in any publications or publicity such as their Annual Report. A draft of any media release mentioning the grant should be sent to Council for review prior to submission to the media.

#### 4.12 Non-conforming Requests for Funding

From time-to-time Council may receive requests for funding and support that do not fit within its existing Community Grants, Scholarship and Sponsorship categories. Non-conforming requests for funding will be presented to Council for consideration.

All non-conforming requests for funding must include the following documentation:

- A detailed project plan, including intended outcomes, timeline, key stakeholders and communication plan;
- A detailed project budget, including proposed project expenditure, project income from all sources and funding assistance sought from Council; and
- A copy of the latest financial statements;
- Other supporting information that may assist Council in assessing the application.

Non-conforming requests for funding are best submitted prior to Council's budget deliberations in January to March each year. Non-conforming requests received outside of the January to March timeframe will be considered by Council, but are less likely to be approved, as a budget variation will be required.

#### 5. REVIEW

This guideline shall be reviewed every four years. Schedule 1 should be updated annually in conjunction with the Annual Business Plan and Budget process.


#### 6. AVAILABILITY

This guideline is available for inspection without charge at the following location

- Council Website: [www.wattlerange.sa.gov.au](http://www.wattlerange.sa.gov.au).

A copy of the guideline may be purchased from the Principal Council Office upon payment of a prescribed fee in accordance with Council's Schedule of Fees and Charges.

CD:	File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
46	9.63.1/4	Public	Development Services	Director Development Services	4 Yearly
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## 7. REFERENCES & FURTHER READING

Relevant Legislation:	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1999</i>;</li> <li>• <i>Development Act 1993</i>;</li> <li>• <i>Planning Development &amp; Infrastructure Act 2016</i>.</li> </ul>
Relevant Policies / Procedures / Guidelines	This Guideline should be read in conjunction with: <ul style="list-style-type: none"> <li>• Wattle Range Council Strategic Plan</li> <li>• Guarantee of Community Loans Policy</li> <li>• Financial Assistance Grants Guidelines</li> <li>• Hall Hire Policy</li> </ul>

## 8. ADOPTION & AMENDMENT HISTORY

The table below sets out the adoption, review and amendment history of the guideline.

Version No:	Issue Date:	Authorised by:	Description of Change:	Minutes Reference:
1	13/10/2020	Council	New guideline	Folio 9037; Item 15.1.2
2	08/03/2022	Council	Minor changes	Folio 9902; Item 15.3.2
3	06/09/2022	Council	Additional Grants have been included into the program.	Folio 10336; Item 17.1
4	13/06/2023	Council	Category E (i) Scholarship value increased from \$2,500 to \$5,000 each.	Folio 10564-1056; Item 15.3.3(3)
5	12/12/2023	Council	Section 4.12 added re non-conforming requests for funding. At this meeting Council agreed to revoke the Sponsorship of Community Events Policy and the Applications to Council for Funding Assistance Policy as they are addressed by these Guidelines.	Folio 10942; Item 15.2.5
6	12/03/2024	Council	Council endorsed inclusion of the content from the Youth Development Foundation Charter (YDFC). The Section 41 Committee for the YDFC was ceased by Council on 15/01/2024.	Folio 10953; Item 15.2.5 – Cessation of S. 41 Committee Folio 10976; Item 15.2.3.1 – Endorsement of revised Guideline

CD:	File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
46	9.63.1/4	Public	Development Services	Director Development Services	4 Yearly
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## SCHEDULE 1: Total Annual Funding Available per Funding Category as per Annual Business Plan and Budget

Community Funding Category	Description	Maximum amount available per application	Total amount available per financial year
<b>Category A</b> Community Infrastructure Grants	One-off infrastructure projects that provide broad benefits to a township or community	\$50,000	\$100,000
<b>Category B(i)</b> Community Financial Assistance Grants	To foster and assist in the development of a broad range of community-based services and events within the Wattle Range Council area.	\$2,000	\$30,000
<b>Category B(ii)</b> Sport & Recreation Financial Assistance Grants	To foster and assist in the development of sport and recreational infrastructure, services and events within the Wattle Range Council area.	\$2,000	\$25,000
<b>Category C</b> Local Heritage Restoration Grants	The program promotes and supports the conservation of local heritage buildings and structures, by reimbursing property owners with a proportion of costs involved in retaining, reinforcing or re-instating their heritage significance.	\$2,500	\$10,000
<b>Category D</b> Youth Development Foundation Grants	Provide financial assistance to youth within the Wattle Range Council area who have been selected from locally based community, educational and sporting organisations to participate in an officially accredited event at the State, State Country or National level.	\$200 for representation within Australia and \$400 for representation outside of Australia	\$7,000
<b>Category E (i)</b> Flinders University Scholarships	The Terry Roberts MLC Memorial student scholarship has been established to assist students from the Wattle Range Council area to commence undergraduate study at Flinders University.	2 x Scholarships valued at \$5,000 each	\$10,000
<b>Category E (ii)</b> University SA Study Grant	This grant provides encouragement and support for talented students from the Wattle Range Council area as they commence a University SA undergraduate degree program.	2 x Scholarships valued at \$2,500 each	\$5,000
<b>Category E (iii)</b> Dianne Manhood Commitment to Excellence in the Early Years Award	This peer nominated award is dedicated in memory of one of the region's most highly respected early years professionals, Dianne Manhood.  The award is sponsored by Wattle Range Council and the \$500 award money is given towards on-going professional development activities for the recipient.	\$500	\$500
<b>Category E (iv)</b> Youth Leadership Development Program	This sponsorship program is for Wattle Range residents who are 35 years old or under. It provides a 50% contribution to costs of personal or professional development courses that will enhance leadership skills for recipients who work or volunteer in an existing Wattle Range business or organisation.	\$1,000	\$10,000
<b>Category F</b> Event Funding Support	Seed Funding: Financial assistance to new events and cultural/arts activities which will generate tourism or economic benefit for the Wattle Range Council area.	\$3,000	\$36,000
	One-off Event Funding: One-off funding support is aimed at new and established events that Council has not previously supported		
	In-kind support to events which are capable of generating tourism and economic benefit for the Wattle Range Council area.		N/A

<b>Category G</b> Shop Façade Upgrade Program	One-off infrastructure projects that specifically upgrade and beautify shop fronts and/or make shops more disability friendly	\$4,000	\$20,000
<b>Category H</b> Public Art on Private Assets Grants	One-off grants that assist private building and landowners to install professional artwork for public enjoyment	\$5,000	\$20,000