
COMMUNITY GRANTS AND SUPPORT PROGRAM

GENERAL POLICY

INTENT

To provide a clear process for the implementation, monitoring and evaluation of community grants in accordance with legislative requirements and good practice.

SCOPE

This Policy applies to employees, Councillors, contractors and grant applicants concerning Council's expenditure in the form of cash and in-kind support (by exception) through the Community Grants and Support Program.

PROVISIONS

Council's Community Grants and Support Program (the Program) aims to provide assistance to residents of Cook Shire through funding for activities that promote community and/or economic development within the region. Support is available to eligible businesses, community groups and organisations.

A community organisation is defined in the Local Government Regulation 2012 as an entity that carries out activities for public purpose, or another entity whose primary objective is not directed at making a profit.

The Program is aligned with the following themes in Council's Corporate Plan:

- Places for people
- Wellbeing and empowerment
- Accessibility and connectivity
- Economic development

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Authorised By:	Director Community, Economy & Innovation		
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- Environmental responsibility

The following matters are incorporated into the design of the Program:

- A risk management approach is used in the design and administration of the Program
- Standard processes and forms are used for all applications
- Grant categories may vary to reflect Council priorities
- Guidelines are provided for all grant and support categories
- An annual report on the Program is completed

PROCESS

Information regarding eligibility, available funding, funding rounds, selection criteria, supporting documentation, application and approval processes, conditions and lodgement of applications and acquittal processes is detailed in the Program’s Guidelines.

REFERENCES, LEGISLATION AND GUIDELINES

Local Government Act 2009

Local Government Regulation 2012, Sections 164 & 194

RELATED FORMS

- Community and Grants and Support Program Guidelines
- Community Grants Application Form
- Community Sponsorship and Application Form
- Community Grants and Support Program Outcome Report

APPROVED BY

Adopted by Council

Document Number:	D22/15336	CONTROLLED DOCUMENT This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 2 of 3
Authorised By:	Council Resolution 2022/146		
Original Issue Date:	February 2019		
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REVIEW

SPONSOR:	Director Community, Economy & Innovation
OFFICER RESPONSIBLE FOR REVIEW:	Grants Officer
ADOPTION DATE:	June 2022 (Council Resolution 2022/146)
REVIEW DATE:	June 2025

THIS POLICY IS TO REMAIN IN FORCE UNTIL OTHERWISE DETERMINED BY COUNCIL

AMENDMENT HISTORY

VERSION	AMENDMENT DETAILS	AMENDMENT DATE	APPROVAL
V1	Community Small Grants Policy	July 2018	Council
V2	New General Policy	February 2018	Council Resolution 2019/27
V3	Community Grants and Support Program Policy	June 2022	Council Resolution 2022/146

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Authorised By:	Council Resolution 2019/27		
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