



Sorell Council
Youth & Community
Assistance Grants
Guidelines
2018-2019

POLICY

Sorell Council makes available an annual Community Grant Program to provide financial support to eligible community groups and organisations within the Sorell Municipality. The Community Grant Program includes funds for Community Assistance, Youth and Special Grants. Each grant program is governed by a set of specific guidelines and allocations are approved by Council.

Grants **will not** be approved for organisations or groups who have outstanding grant acquittals.

The available pool of funds for each grant is subject to budget allocations approved by Council each year.

PROCEDURE

1. Council will advertise available grants in the Mercury Newspaper on Saturday 28 April and Saturday 5 May 2018. It will also be published on Council's website, Facebook page and in the Sorell Times.
2. Eligible groups and organisations will be invited to submit an application by completing a Grant Application Form for the individual program for which they are applying. Forms are available from the Council Office, Council Website or relevant Council Officer.
3. Council Officers collate all requests for financial assistance and provide this information to Councillors for evaluation. A report of the Councilor's decision is then submitted for approval at a Council Meeting.
4. All grant recipients are required to submit an acquittal report to Council no later than 31 July 2019. The acquittal must include copies of receipts. An acquittal form will be provided at the time of grant approval.

THE PROGRAMS

Youth Assistance Grants

If your project aims to support youth it should demonstrate effective consultation with young people and should be designed to address the identified needs of a broad range of young people as well as responding to community issues and concerns. Activities should address the needs of young people and provide them with an opportunity that they may not otherwise experience. Programs or activities must be open to as many young people as possible.

Eligible youth groups are able to apply for up to \$1500.00

Community Assistance Grants

This program provides grants for community organisations and groups located in and/or directly benefiting residents within the Sorell Municipality.

Community Assistance grants can be used for;

- Community events,
- Asset Purchase, which will enhance the functions of the group/organisation within the Sorell community
- Projects in the local community,
- Encouraging wider use of/improving access to community facilities

Council is happy to consider part-funding a project/asset if other funding/fundraising has been secured.

Eligible community groups are able to apply for up to \$1500.00

Special Grants Program

Council may at times make available grant funding that is not included in the annual Community Grants Program. These grants will be made available for specific events or community projects as decided by Council. Such programs will be advertised.

COMMUNITY GRANT PROGRAM GUIDELINES

1. To be eligible for Council's Grant Programs, community organisations and groups applying must be located in and/or directly benefit residents within the Sorell Municipality.

These groups may include:

- Education, arts and cultural bodies;
- Sporting and recreation clubs;
- Community development, environmental and health organisations; and
- Volunteer networks and self-help groups.

**Please note that individuals are not eligible to apply.*

2. Community groups and organisations:

- must be incorporated or auspiced by an incorporated organisation.
- must be not-for-profit organisations/groups
- must demonstrate financial viability
- must be able to demonstrate sound financial management.
- must have fully acquitted any previous Council grants.

3. The project for which grant funds are intended must clearly demonstrate a benefit to residents within the community.

4. Youth focused projects must benefit young people aged 12 to 25 years of age living within the Sorell Municipality.

5. Community Assistance grants can be used for:

- Community events.
- Asset Purchase, which will enhance the functions of the group/organisation within the community.
- Projects in the local community.
- Encouraging wider use of/improving access to community facilities

6. Community Grants cannot be used to pay wages.

Applications must be accompanied by all documentation listed in each individual grant application form.

Further guidelines for the "Special Grants" program will be developed and made available at the time of the grant release.

Please return completed forms to:

Sorell Council, Community Services, PO Box 126, SORELL TAS 7172
or email to sorell.council@sorell.tas.gov.au

APPLICATIONS CLOSE 5.00PM ON 31 MAY 2018