

Responsible directorate	Community Development
Responsible business unit/s	Customer and Communications
Responsible officer	Manager Customer and Communications
Affected business unit/s	All

Objective

Through the Community Arts and Events Fund the City wishes to support the planning and development of a range of sustainable events, projects and activities that contribute to a vibrant, creative and connected community, providing opportunities to celebrate and enjoy our unique lifestyle and spaces.

The Community Arts and Events Fund enables the City to provide financial assistance to community groups, organisations and individuals through the form of grants which align with the following strategic priorities:

- Social: Thriving local communities;
- Economic: Prosperous and vibrant community;
- Built environment: Liveable and accessible City; and
- Natural environment: Sustainable natural environment.

Scope

This policy sets out the City's position in respect to providing grants from the Community Arts and Events Fund. It outlines information on funding, applications and the requirement for acknowledgement of City support. It is relevant to City Officers who are members of the Assessment Panel, Elected Members and eligible applicants. Upon successful application and assessment, the City will provide a grant from the Community Arts and Events Fund.

Policy

Organisers of events, projects and activities held within the City of Stirling can apply for grants from the Community Arts and Events Fund. Funding applications will be accepted from incorporated not-for-profit organisations or individuals/groups auspiced by an incorporated organisation and assessed in accordance with the process and criteria set out in the Community Arts and Events Fund Procedure and Guidelines.

1. Outcomes

Funding will be considered for sustainable events, projects and activities which address the following focus areas:

Vibrant spaces and places

- Enhancing and activating the built and natural environment
- Creating a sense of place

A creative and prosperous City

- Contributing to a prosperous, creative and innovative city

- Attracting visitors to our City

A culturally active and engaged community

- Fostering health and wellbeing, social connection and a strong community spirit
- Promoting sustainable practises

Diversity and celebration

- Celebration of the City's diverse communities and cultures
- Inclusive and accessible arts and events

2. Available Funding

Up to \$50,000 total package*^ is available to support a variety of events, projects and activities, such as:

- Large scale festivals, events and projects which deliver long term social, economic and built environment value to the community;
- Local events and projects which appeal to a broad cross section of the community;
- Arts and cultural events and projects that develop and contribute to the arts landscape;
- Public and community arts projects such as murals, exhibitions and workshops; and
- One-off events such as celebrations, anniversaries or similar.

*All amounts are ex GST.

^ Funding amounts may be a combination of cash and value in-kind contributions.

3. Fee Waivers and Value In-Kind Contributions

Where applicable, City imposed fees and charges associated with a funded event or project, such as the hire of City-Managed facilities, basic Security Services and Development Application fees and other services as deemed appropriate, will be waived by the City. Venue bond charges and any other costs associated with the project will still apply.

Value in-kind contributions will be assessed on a case by case basis for the following:

- Marketing; and
- Waste Management, with increased subsidisation for sustainable practices to reduce waste and increase recycling.

These contributions will form part of the overall package value.

4. Determining Applications

The Assessment Panel will:

- (a) Assess eligible applications and determine funding contributions; and
- (b) Inform Council of funding decisions.

5. Administration and Documentation

To achieve the objectives of the policy, the City will:

- Develop guidelines outlining eligible applicants and activities, assessment criteria and the application and assessment process;
- Ensure procedures are clear and consistent;
- Process applications within prescribed timeframes;
- Work with applicants to develop concepts before applications are submitted;
- Provide leadership, logistical guidance and information to assist in the development of safe and sustainable events and projects;
- Promote the Community Arts and Events Fund to the community;
- Ensure adequate funds are available in the annual budget; and
- Promote funded events and projects through the City's marketing channels.

6. Acknowledgement

Successful applicants must acknowledge the City's contribution to the event/project.

The level of acknowledgement the City requires is commensurate with the funding awarded, as set out in the Terms and Conditions.

7. Evaluation and Acquittal

Following a funded event/ project applicants are required to submit an Acquittal detailing how the funding was spent as per the Community Arts and Events Fund Guidelines.

8. Appeal Process

Community Arts and Events Fund appeals must:

- (a) Be made in writing to the Director Community Development;
- (b) Be received within 21 days of the funding decision being advised;
- (c) Be received prior to the event/project start date; and
- (d) Address the grounds on which the appeal is being made.

Community Arts and Event Fund appeals will be responded to within 21 days of being received.

9. Review

Each of the City's grants programs will be subject to review in order to ensure they remain responsive to the community's needs and in line with strategic values and priorities.

Funding amounts stipulated in this Policy will be reviewed every 3-5 years in accordance with the City's acceptable CPI levels.

Definitions

Community Arts and Events Fund means a City of Stirling administered grant program that supports organisations to access funding and in-kind support to stage sustainable events, projects and activities which are of benefit to its residents within the City.

Applicant means a group, organisation or individual applying for grant funding.

Grant means an amount of money given to a recipient by the City for an agreed purpose.

Arts and Culture means an expression of culture through literature, music, theatre, musical theatre and opera, dance in all forms, other performing arts such as circus, comedy and puppetry, arts festivals, visual arts and crafts, arts and cultural development and emerging and experimental arts.

Assessment Panel means a panel of City of Stirling officers, including Manager Customer and Communications, Coordinator Arts and Activation and Project Officer – Arts and Events (or suitable alternative City of Stirling officers if the aforementioned are unavailable/or the project/event has specific relevance to another officer's role and area of expertise). Councillors and Community Members do not form part of the Assessment Panel.

Relevant policies/ documents

Strategic Community Plan 2018 –

2028 Community Arts and Events

Fund:

- Procedure
- Guidelines
- Application Form Assessment Form
- Terms and Conditions

Legislation/ local law requirements

Nil

Office use only

Relevant delegations

Not Applicable

Initial Council adoption

Date November 2019

Resolution # 119/015

Last reviewed

Date 26 May 2020

Resolution # 0520/027

Next review due

Date 2021