

Responsible Directorate	Office of the Chief Executive Officer
Responsible Business Unit/s	Strategy and Performance
Responsible Officer	Manager Strategy and Performance
Affected Business Unit/s	City-wide

Objective

The City of Stirling (the City) provides grants to community groups, organisations and individuals for activities that align with the City’s strategic priorities and meet the diverse needs of the community. The objective of this Policy is to outline the requirements for the provision of all grants by the City to eligible recipients.

Scope

The City of Stirling Community Grants Program aims to build the sustainability of the community through one transparent, consistent & inclusive process. Grants will be provided for activities that represent excellent value and do not duplicate existing services provided by the City.

The provision of all grants will be managed through the Community Grants Program Guidelines that will include specific details on:

- Grant streams
- Grant types
- Value in-kind
- Eligibility criteria
- Application process
- Assessment process
- Funding agreements
- Recognition requirements
- Reporting and acquittals

A delegated City Officer will approve applications for grants up to \$20,000 and applications for grants greater than \$20,000 will require the approval of Council.

This Policy covers:

- All grants provided by the City of Stirling to community groups, organisations, businesses, schools or individuals.

This Policy does not cover:

- Sponsorship – please refer to the definition of sponsorship below and the City’s Sponsorship Policy.

- Grants or funds received by the City from an external organisation.
- Grants under the Community Sporting and Recreation Facilities Fund (CSRFF)
- Partnership arrangements where the city expends funds on behalf of, or in support of, a partner organisation or a collaborative project.
- Donations to individuals participating in cultural, sporting or educational activities.
- Approved waivers for City fees and charges.
- Rebates provided by the City.

Policy

Conflict of Interest

Officers assessing grants have a responsibility to declare any conflict of interest with an applicant or project.

Financial Considerations

The total funding pool of the Community Grants Program will be listed in the City's Corporate Business Plan and included in the Annual Budget and approved by Council each year.

Review

The Community Grants Program and Guidelines will be reviewed annually to ensure it aligns with Council and community expectations.

Definitions

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

Donation means the provision of financial support by the City to an individual or group.

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

Partnership means an arrangement where parties agree to cooperate to advance their mutual interests.

Sponsorship A large scale commercial, event, festival or activity (including sporting) that is high profile and as a result has the potential for significant economic benefit, will improve visitation and provide enrichment to the community. As a result, most sponsorship applications will be initiated from well-established proven events.

Relevant management practices/documents

Sustainable Stirling 2022-2032

Community Grants Program Guidelines

Community Grant Stream Fact Sheets

Legislation/local law requirements

Nil.

Office use only			
Relevant delegations	N/A		
Initial Council adoption	Date 20 June 2023	Resolution #	0623/023
Last reviewed	Date	Resolution #	
Next review due	Date 2025		