

Responsible Directorate	Community Development
Responsible Business Unit/s	Community Development Recreation and Leisure Services
Responsible Officer	Director Community Development Manager Recreation and Leisure Services
Affected Business Unit/s	Community Development Recreation and Leisure Services

Support and assistance provided through this Policy will be temporarily administered through the Community Group Assistance Fund as part of Council's adopted Economic Stimulus and Community Recovery Package.

Objective

This policy describes the City's commitment to building strong and resilient communities in the City of Stirling to maximise social wellbeing for all citizens by providing modest financial assistance in the form of a donation to help develop leadership skills, increase community participation in civic life and identified social issues.

Scope

This policy applies to all community groups seeking Council's financial assistance by recognising the value and benefits of the services and objectives they provide.

Policy

All decisions must give regard to the following principles:

- Promote strong community networks, community cohesion and social support;
- Provide an effective use of Council's resources;
- Achieve equity;
- Produce better outcomes for the community;
- Foster accountability; and
- Contribute to improving the quality of people's lives.

1. All applications shall be assessed against the annual budgetary allocation adopted by Council prior to the application being considered.
2. Council shall consider each application based on the following scale:

Community Development Funding

- Applications from schools for assistance with travel costs when students are participating in a sporting recreational or educational events, shall be assessed by the Director Community Development as follows:

Interstate	\$300 pa excluding GST
National	\$500 pa excluding GST

- Individual assistance is not given to a student.
- Applications for assistance for National Sporting Competitions will be referred to Department for Sport and Recreation and/or Events-Corp for assistance.
- Applications by charitable groups and organisations for a subsidy of fees, including waste services may be considered to a maximum reduction of up to 50% of the fee that would otherwise be payable, up to a value of **\$1,000** on the recommendation of the Director Community Development.

Annual Inter-Club Sporting Events

- Assistance from the City will be to a maximum of **\$1,000** and may comprise trophies, refreshments, provision of recyclable bins, loan of pot plants, hessian fencing and “No Parking” signs. In special circumstances, a Civic Reception may be provided.

Clubs Forever Junior Travel Assistance

- An application from a junior sport/recreation representatives (Under 18years) who has been selected to represent the State or Nation may be granted a donation of **\$100** towards travel costs, subject to:
 - i) The applicant is a resident of the City and is a full time student and under 18 years of age;
 - ii) The application is made in writing and supported by documentation from the relevant governing body;
 - iii) No more than one (1) application from the same person is received in any one year;
 - iv) The sport and recreation activity is recognised and supported by the Education Department WA – School Sport WA or Western Australian Disabled Sports Association.

Clubs Forever Youth Participation Grant

- The Clubs Forever Youth Participation Grant is designed to provide financial assistance to clubs and groups located within the City of Stirling. The grant aims to encourage young people (primary and secondary school aged) to participate in physical activity. This includes structured and non-structured sports and recreational pursuits that promote ongoing involvement in physical activity subject to :
 - i) Grants for any one group cannot exceed **\$1,000** in any one-year period.
 - ii) One grant per one-year period.
 - iii) No additional funding will be provided over the approved application.
 - iv) Grants will be based on a dollar-for-dollar contribution from the club/group concerned. This may include ‘in-kind’ contributions such as coaching, voluntary assistance, supervision etc.
 - v) Grants will be paid in one amount provided, satisfactory evidence of expenditure (itemised invoice) to the value of the claim has been incurred in accordance with the approval.
 - vi) The completed Funding Acquittal Statement must be received prior to any grant monies being paid to the club.
 - vii) Sources of any other grants and donations applicable to the funding being requested must be disclosed at the time of application.
 - viii) Retrospective funding will not be considered.
 - ix) It will be endeavoured to distribute funding across all clubs/groups on an equitable basis.

Clubs Forever Junior Sport Equipment Grant

- Clubs Forever Junior Sport Equipment Grants provide financial assistance to junior sporting clubs located within the City of Stirling. The grants are available for the purchase of durable items of equipment to assist the sporting team(s) subject to :
 - i) Grants for any one group cannot exceed **\$1,000** in any one-year period.
 - ii) One grant per one-year period.
 - iii) No additional funding will be provided over the approved application.
 - iv) Grants will be based on a dollar-for-dollar contribution from the club/group concerned.

- v) Grants will be paid in one amount, provided satisfactory evidence of expenditure (itemised invoice) to the value of the claim has been incurred in accordance with the approval.
- vi) Sources of any other grants and donations applicable to the equipment funding being requested must be disclosed at the time of application.
- vii) Retrospective funding will not be considered.
- viii) It will be endeavoured to distribute funding across all clubs/groups on an equitable basis.

Charitable Groups and Organisations

- Appeals made on behalf of charitable groups or organisations assisting and supporting a charitable cause **\$150 pa excluding GST**.
- Appeals from groups or organisations established for the advancement of public education avenues, cultural activity or recreation pursuits **\$300 pa excluding GST**.
- Appeals other than previously specified, may be approved at the discretion of the Mayor and/or Chief Executive Officer up to **\$500 pa excluding GST**.

Sporting Clubs and community groups - Waiver, Concession or Subsidy

1. Applications for a subsidy of Council Fees and Charges by recreational sporting groups will not be considered, unless the group can clearly demonstrate "exceptional circumstances" to the satisfaction of the Director Community Development.
2. Applications for a waiver or subsidy of Fees and Charges identified above may be approved by Director Community Development up to a maximum value of **\$500 excluding GST**.
3. Applications for waiver or subsidy for any user pays Fees and Charges will only be considered where the applicant does not receive a rate exemption.
4. Council shall not make a donation of any kind to a quest or similar entrants.

Sporting and Recreation Club – Recording of Club history Grant

In order to recognise the history and contribution of various sporting and recreational clubs based within the City of Stirling, a grant contribution is available to assist with the production costs of recording club history at key anniversary milestone dates.

The maximum grant amount available is up to a maximum of \$2,000 (inclusive of GST) per milestone application. The grant is intended to assist sporting and recreation clubs with the cost of documenting and recording club history at a 25, 50 or 100 year anniversary subject to compliance with the grant guidelines and the following criteria:

- i) The club provides sporting and recreation services to the City of Stirling's community and is not-for-profit.
- ii) The Club must be currently operating within the City of Stirling.
- iii) The club history must be substantially related to or relevant to the Clubs history within the City of Stirling and the Club has operated in the City's boundaries for the majority of the tenure of the anniversary celebration in which the grant is being sought.
- iv) The Club is Incorporated in accordance with the Associations Incorporations Act and is not a school or private organisation.
- v) An application form is completed and submitted within 12 months prior to the anniversary celebration and identifies the scope, cost and satisfactorily addresses the grant conditions and criteria.
- vi) The grant amount will be made upon receipt by the City of a copy of the historical collection suitable for display or archiving by the City along with documentation demonstrating that the funds have been spent in accordance with the grant approval conditions.
- vii) Retrospective funding will not be considered.

Other

1. Annual funding to Trigg Island and Scarboro Surf Life Saving Clubs, up to a value of **\$55,000 excluding GST (plus CPI)** be delegated to the Chief Executive Officer in August each financial year,

subject to the receipt of the applicants Annual Financial Statements and the Chief Executive Officer giving final approval.

2. Recipients of standing donations shall be required to substantiate the donation assessment prior to May of that year.
3. Recipients must agree to acknowledge the donation in any promotional material that involves the donation.
4. All recipients must have an Australian Taxation Office ABN Registration and shall be grossed up in accordance with the Goods and Services Tax provisions.

Recognition – Project Funding

Council funding toward the provision, alteration, refurbishment or any other project or event, shall be granted on the condition that:

- The recipient acknowledges Council reservation for the Mayor to participate at the opening of the funded project, and
- Councillors are also to be invited to the official opening of the project.

In the case where a new management license agreement, lease or contract is entered into with the recipient, the following criteria shall apply:

- The City reserves the right for the Mayor to participate at the opening of the facility.
- Councillors are also to be extended an invitation to attend.
- The City shall be given formal recognition in the history or in any advertisement in any promotional material or similar to the agreement of both parties.

Definitions

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

Charitable Bodies means those groups and organisations whose primary aims are to improve the quality of life of underprivileged sections of the community.

Recreational and Sporting Bodies means those groups and organisations whose primary aims are to further the social and recreational need of members.

Exceptional Circumstances means those recreational or sporting groups are experiencing extreme financial difficulties by clearly demonstrating the alleged difficulty to the satisfaction of the Director Community Development.

Relevant management practices/documents

Delegated Authority Register – Waive or Grant Concessions/Write off Money

Legislation/local law requirements

Local Government Act 1995

Office use only				
Relevant delegations	Waive or Grant Concessions/Write off Money			
Initial Council adoption	Date	3 May 2016	Resolution #	0516/007
Last reviewed	Date	26 May 2020	Resolution #	0520/027
Next review due	Date	2021		