



Community Grants and Partnerships Policy

Local Government Act 2009

1. POLICY STATEMENT

This policy outlines Townsville City Council's approach to providing community grants to community organisations and represents Council's policy about grants to community organisations as required by section 195 of the *Local Government Regulation 2012*.

2. PRINCIPLES

This policy is made in compliance with Council's obligation under Sections 194 and 195 of the *Local Government Regulation 2012*.

Council acknowledges its role in supporting, assisting and partnering with community organisations that provide important services that meet community needs, and further Council's aims and objectives. This policy supports the distribution of funds in an equitable, transparent and responsible manner. Council will provide funding only when it is satisfied that:

- The funded initiative aligns with Council's vision and mission;
- The funding activity aligns with the objectives and/or goals within the Council's Corporate Plan;
- The recipient entity meets the eligibility criteria outlined in this policy;
- The funding will be used for a purpose that is in the public interest; and
- The funding will address an identified need in the community.

3. SCOPE

Compliance

Pursuant to Section 194 of the *Local Government Regulation 2012*(Qld), Council may give a grant to a community organisation only if Council is satisfied:

- the grant will be used for a purpose that is in the public interest and
- the community organisation meets the criteria stated in this policy; and

in a way that is consistent with this policy.

Affected persons

This policy applies to:

- Councillors;
- Workers; and
- Community Organisations applying for a Grant, Partnership and/or In-kind support

Types of support covered

This policy applies to any Grants, Partnerships, and In-kind support provided by Council.

It also applies to financial support distributed by Councillors through the Mayor's Community Assistance Fund and Councillor's Discretionary Grants(as required under Section 202 of the *Local Government Regulation 2012*); but does not apply to subsidies or donations.

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This policy does not apply to the administration of the Regional Arts Development Fund (RADF) managed in partnership with the State Government (Arts Queensland).

4. RESPONSIBILITY

Council's General Manager Community & Lifestyle is responsible for the administration and management of the associated programs.

The Director Community, Environment & Lifestyle is responsible for ensuring that the policy is understood and adhered to by all Workers.

The Grants and Partnership team will work alongside other Council teams to assess applications, develop funding agreements for successful applicants, and administer funding according to the agreement.

5. DEFINITIONS

Community Organisation means an entity that carries on activities for a public purpose or another entity whose primary object is not directed at making a profit.

Councillor's discretionary funds are funds in Council's operating budget that are budgeted for community purposes and allocated by a Councillor at the Councillor's discretion to a community organisation for a community purpose.

Grant – means an amount of money or in-kind value that is contributed by Council to a person or community organisation, to achieve a specific purpose or outcome.

In-kind support – means the provision of goods or services (not money).

Manager – includes persons appointed to positions including with the title, Team Manager, General Manager, Principal, Director and Chief.

Mayor's discretionary funds are funds in Council's operating budget that are budgeted for community purposes and allocated by the Mayor at the Mayor's discretion to a community organisation for a community purpose.

Partnership – means an agreement between two entities to provide an amount of money or in-kind value based on shared and similar objectives that work together in an equal and mutually beneficial relationship.

Townsville Local Government Area – means the area within the Queensland Local Government Areas.

Worker – Means council employees, contractors, volunteers and others performing work on behalf of Council.

6. POLICY

6.1. ALIGNMENT WITH COUNCIL VISION & CORPORATE PLAN

Council's grants and partnerships support the achievement of Council's corporate plan.

6.2. ELIGIBILITY

A community group, business or resident will be eligible to apply for a council grant or partnership if they meet the following criteria:

- Reside or primarily provide services in the Townsville Local Government Area; or
- Primarily provide services outside the Townsville Local Government Area, but the initiative is in the public interest of Townsville residents; and

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- Meet any further eligibility criteria specified in program guidelines.

The following entities are not considered eligible to apply for a council grant or partnership:

- Government agencies; or
- Departments of local, state or federal government.

6.3. INELIGIBLE ACTIVITIES

Ineligible activities will be specified in program guidelines.

6.4. ASSESSMENT

All applications considered eligible for a council grant or partnership will be assessed against specific criteria set in each program. All applications must demonstrate that their initiative:

- Is in the public interest.
- Addresses an identified need in the community.

6.5. APPROVAL

Approval methods will be specified in program guidelines. Applicants who believe there has been an administrative error in the assessment of their application can request that council investigate their claim and when necessary, the decision will be reviewed by the relevant delegate.

6.6. ACQUITTAL

All recipients of council grants or partnerships must provide evidence (to a standard commensurate with the value of the assistance) that the funding has:

- been used for the approved purpose; and
- has produced community benefit.

6.7. CONFLICTS OF INTEREST

Councillors and Workers have obligations under the *Local Government Act 2009* and *Local Government Regulation 2012* in relation to declaring and managing conflicts of interest.

Councillors and Workers are responsible for recognising and declaring any actual, potential, or perceived, conflicts of interest arising in any way from any application for a grant under this policy.

A Worker assessing or otherwise managing a grant application must, as soon as practicable, inform the relevant General Manager of any actual, potential, or perceived conflict of interest. The General Manager will provide direction about assessing and managing the grant application.

A Councillor seeking to allocate the Councillor's discretionary funds to a community organisation for a community purpose must, prior to making the allocation, inform the Chief Executive Officer of any actual, potential, or perceived conflict of interest. The Chief Executive Officer will provide direction, and where required, approval for a discretionary funding application where a Councillor has declared an actual, potential, or perceived conflict of interest.

7. LEGAL PARAMETERS

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8. ASSOCIATED DOCUMENTS

Corporate Plan

Community Grant Guidelines

Community Organisation Partnership Guidelines

Economic Activation Partnership Guidelines

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9. DOCUMENT HISTORY

Date	Version	Amendment	Reviewer	Approved

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