



# **Shire of Mundaring Funding Guidelines**

## **General Purpose Community Quick Grant Up to \$500**

Funding Round Closing Date

**Monday 21 September 2009**

It is recommended that you contact Sally Bravos,  
A/Community Development Advisor—Grants on 9290  
6678 to discuss your application prior to applying.

# FUNDING GUIDELINES

## 1. General Purposes Community Grant - Description

This grant enables the Shire of Mundaring to provide financial support to a wide range of projects and activities undertaken by local community organisations. Its flexibility enables funds to be provided for many different purposes. Projects must have a Shire focus and demonstrate their benefit to the local community.

Financial assistance will be provided up to a maximum of \$500. The following are examples of the purposes to which this grant may be applied.

- Training - to conduct coaching clinics or workshops.
- Shows, exhibitions, festivals or sporting events.
- Advertising materials to promote community awareness of a specific project.
- Minor equipment, such as that used for catering or safety.

## 2. Eligibility

To be eligible an organisation must be one of the following:

- An incorporated not-for-profit organisation based in the Shire of Mundaring that undertakes projects of benefit to the local community.
- A Parent and Citizens Association located within the Shire of Mundaring.
- An unincorporated community group under the auspices of an incorporated organisation.

## 3. Additional Requirements

- Applications must be submitted by the advertised closing dates. These dates are made available through local papers and posted on the Shire's Community Grants web page at [www.mundaring.wa.gov.au](http://www.mundaring.wa.gov.au).
- Applicants must align their project in accordance with any local laws and the Shire's Strategic Plan 2006 which is available at [www.mundaring.wa.gov.au/council/pdf/publications/STRATPLAN-FINAL.pdf](http://www.mundaring.wa.gov.au/council/pdf/publications/STRATPLAN-FINAL.pdf), or contact the Community Development Advisor (Grants) on 9290 6682 who can assist as required.
- Applicants that demonstrate the ability to raise their own funds as a contribution to the project will be considered favourably.
- Organisations currently in receipt of a three year funding agreement or other grant funding with the Shire are ineligible to apply for this grant.
- Organisations may receive a maximum of \$3 000 shire funding in a financial year from the various shire grants available. Only one quick grant per group per year is permitted.

- Funds will not be available for projects prior to approval being given in writing.
- Payment of a funding approval will not be made until the acquittal of a previous approval is complete.
- Recurrent or ongoing events or projects will only receive funding once.
- The granted funds must be spent in accordance with the details described in the application.
- The granted funds must be spent in the prescribed time according to the application.
- Unexpended funds must be returned to the Shire upon completion of the event or project.
- The amount of financial assistance from the Shire is GST inclusive. All GST obligations are the responsibility of the applicant.
- Organisations that obtain a Shire grant are generally encouraged to publicly acknowledge the support they receive. This helps people understand one of the ways Shire revenue is spent on the local community. It may also encourage other community organisations undertaking similar activities to consider approaching us for a grant. Whilst the opportunity to obtain positive publicity for the Shire has no influence on whether a grant is awarded, your grant approval letter will let you know if and how we'd like you to promote your Shire grant. Contact the Community Development Advisor Grants on 9290 6678 for more information.
- A completed acquittal form must be provided to the Shire within three months of the project or event completion.

#### **4. Exclusions (The following areas will not be funded)**

- Capital works.
- Corporate / profit making events or projects.
- Recurrent operational and staffing costs.
- Educational institutions (Parents and Citizens Associations may apply).
- Deficit funding.
- Sponsorship.
- The purchase of alcohol.

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| <p>Further information can be obtained by calling the Community Development Advisor Grants at the Shire on 9290 6678</p> |
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