

Title:	Grants and Sponsorships Policy
Type of policy:	Council
Adopted:	28 June 2023
Record No:	
Attachments:	Nil

Acknowledgement of Country

Murrindindi Shire Council is proud to acknowledge the Taungurung and Wurundjeri Woi Wurrung people as the traditional owners of the land we now call Murrindindi Shire.

We pay our respects to First Nations leaders and elders, past, present and emerging, who are the keepers of history, traditions, knowledge and culture of this land.

We commit to working in collaboration with traditional owners of this land in a spirit of reconciliation and partnership.

1. Purpose

The purpose of Grants and Sponsorship Policy (Policy) is to enable the delivery of Council's Grants and Sponsorship Program.

Murrindindi Shire Council's Grants and Sponsorship Program supports Council's commitment to support events, activities and projects that align with Council's objectives outlined in the Murrindindi Shire Council Plan 2021-2025.

2. Rationale

The objectives of the Policy are to provide support to:

- improve opportunities for people to participate in the community
- grow the skills and capacity of businesses, social enterprises, not for profit community groups and organisations
- support social enterprises, businesses, not for profit community groups and organisations to deliver activities which benefit a diverse community
- develop and grow sustainable events and activities for our community and visitors
- foster a strong economy and prosperous community.

Grant Framework Principles

The Grants and Sponsorship Program operates on the following principles:

- Alignment with the Council Plan, 2030 Vision and other strategic plans - we have aligned grant and sponsorship streams with the Murrindindi Shire Council Plan strategic objectives as outlined below and other key strategic plans.
- Partnerships - we are committed to working collaboratively in the best interests of our community based on mutual respect and transparency.

We value the resources and skills that applicants bring to the partnership with Council. Applicants that contribute resources to the proposed activity are considered favourably. Resources can be in the form of cash, volunteer time, donated materials, other grant sources, and funds raised.

- Good governance - we commit to equitable and transparent decision making, and effective and efficient grant and sponsorship management processes.

Application and reporting requirements are proportionate to the size of the funds awarded and the expected outcome.

We support applicants to evaluate their activity in a way that helps them to continuously improve.

We evaluate the delivery of our grants and their impact in order to ensure relevance of and continuously improve the Program.

- Diversity and access - we encourage applications from all communities, not for profit community groups and organisations, social enterprises, businesses and individuals located in Murrindindi Shire.

Information on Council's Grants and Sponsorship program is made available through Council's website. Support and guidance for applicants who may require assistance to access and submit application forms is available through Council's Community Wellbeing Department.

- Value for money - we seek to obtain the best mix of grants to meet the needs of the community and that maximise outcomes for the local government area. We support projects that represent good value for the amount requested.

We will, through effective and efficient management processes, minimise administration costs of this program.

3. Scope

This Policy applies to all funding and support requests through the Grants and Sponsorship Program for:

- Quick Response
- Community Projects
- Sponsorships (including eligible individuals)
- Local Events
- Events of Major Significance
- Special Purpose Grants

Specific eligibility criteria for grants and sponsorship apply to each funding stream.

4. Definitions

Reference Term	Definition
Grant	A contribution that includes, but is not limited to, cash, in-kind, services, materials and discounts given by a government or other organisation for a particular purpose. Includes non-recurrent and recurrent grants.
Sponsorships	The purchase of rights or benefits delivered through association with the sponsored organisation's name, products, services or activities.
Not-for-profit community group and organisations	Not-for-profit community groups and organisations operate to benefit the community. They may be a charitable fund, charitable institution, public benevolent institution or a health promotion charity (as shown on the Australian Business Register) and any profit made from their activities goes to support further work of the organisation / group.
Social enterprise	A business venture with a purpose of achieving a social outcome, while only generating enough income to cover its costs.

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5. Policy

Funding amounts and assessment Timing

The funds shown in the table below indicate the maximum value of contribution by Council. This contribution includes, but is not limited to, all Council provided cash, in-kind, services, materials and discounts.

Funds	Grant / Sponsorship	Eligible Applicants
\$200 - \$2,500	Quick Response	Social enterprises, not-for-profit community groups and organisations
Up to \$5,000	Sponsorships	Social enterprises, not-for-profit community groups, individuals and organisations
	Community Projects and Events	Social enterprise, not-for-profit community groups and organisations
	Local Events	Social enterprise, not-for-profit community groups and organisations
Up to \$20,000	Events of Major Significance	Business, social enterprise, not-for-profit community groups and organisations
Special Purpose Grants will arise from initiatives that emerge during a Council term in response to adjustments in policy, direction or increased emphasis to achieve particular Council objectives. They will require either a realignment within a budget or transfer of funds across different budget areas, both of which will require approval by Council.		

All grant streams are assessed 4 times per year except for the Quick Response stream, which will be assessed monthly, and Special Purpose Grants.

Grants of under \$2,500 will be assessed and decided on by Council officers under delegation.

Funding amount limits may be varied in extraordinary circumstances as determined by Council.

Where the application is to cover Council fees for venue hire or other Council fees, Murrindindi Shire based CFA and SES organisations will be exempt from completing an application, other than to advise which organisation and project the funds will be allocated to.

General Eligibility

The Grants and Sponsorship program is available to not-for-profit community groups and organisations, social enterprises, individuals (auspiced by a not-for-profit community group or organisation), and businesses which:

- demonstrate the grant will be used for a purpose in accordance with this Policy
- are based within Murrindindi Shire and/or are able to demonstrate the proposed activity will directly benefit the communities of the Murrindindi Shire
- meet the grant program eligibility criteria stated in this Policy and in the Grants and Sponsorship Program Guidelines
- have no outstanding Murrindindi Shire Council grant acquittals
- have no outstanding debts of any kind to Council
- are compliant with all Council and Statutory laws and regulations

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- are able to contribute cash, in-kind (or both) to the activity, as specified in the Grants and Sponsorship Program Guidelines.
- have sought and received written approval from Council for projects that:
 - propose upgrade or maintenance of Council owned or managed facilities and/or infrastructure
 - propose creation of new buildings or other infrastructure on Council owned or managed land
 - that will likely incur an ongoing cost to Council following completion.

General Exclusions and Ineligibility

Murrindindi Shire Council will not provide grants or sponsorships for:

- applications from Councillors or their immediate family
- applications from Council Executive or Managers or their immediate family, or other officers directly involved in the evaluation of applications
- projects that have started (that is, no retrospective funding)
- activities that duplicate existing core services or programs of Council
- the payment of bonds
- programs or activities considered the responsibility of State and Federal Government
- activities that do not align with the strategic objectives of the Council Plan or other key strategic plans
- projects that directly contravene Council policy
- general donations to charities (however, Council may provide grants for specific projects run by charities where they meet the criteria)
- activities that could be perceived as benefiting a political party or party political campaign
- overtly religious activities that could be perceived as divisive within the community
- activities that inhibit basic human rights, discriminate or encourage discriminatory behaviour
- projects that are harmful to our residents or communities
- projects that unnecessarily destroy or waste non-recurring natural resources, pollute land, air or water
- marketing, promotion or advertisement of products or services that is undertaken in a misleading or deceitful manner

6. Related Policies, Strategies and Legislation

- Municipal Public Health and Wellbeing Plan 2021-2025
- Tourism and Events Strategy 2019-2024

7. Council Plan

The following Strategies in the Council Plan 2021-2025 support this Policy:

- Resilient Communities – to ensure we are welcoming, inclusive, caring and connected:
 - celebrate the community's vibrant, diverse and creative people
 - deliver support and promote opportunities for all people to connect with each other
 - collaborate and plan for our future
 - in collaboration with our community, support our children and young people to be happy, healthy and engaged
 - engage with the community and partner organisations to enable older and vulnerable people to live safely, enjoy good health and stay involved

- provide and promote safe, passive and active recreational opportunities that will enhance the health, and wellbeing of residents and visitors.
- Growth and Opportunity - To prioritise and promote a culture in which the economy, businesses and community can grow and thrive:
 - boost local investment and employment opportunities through activities that encourage businesses, social enterprise and industry sectors to thrive and grow
 - support and promote our tourism and events sector to boost the economy through increased visitation.
- Our Protected Environment - To protect and enhance our natural environment, supporting environmental sustainability, community resilience, innovation and adaptation to climate change to achieve net-zero emissions by 2035:
 - minimise waste and increase recycling to reduce our environmental footprint
 - in partnership with the community, provide education and training to improve ecologically sustainable outcomes
 - in partnership with the community, develop and deliver climate adaptation and mitigation programs and practices to reduce our environmental impact
 - protect our waterways and improve associated human health outcomes.
- Transparency, Inclusion and Accountability - To ensure our services, people and systems deliver the best possible outcomes for our communities now and into the future:
 - maintain transparent, inclusive and accountable governance practices

8. Management and Review

Administration of the Grants and Sponsorship Program rests with the Director Community and Development.

This Policy will be reviewed on a four yearly basis within the election term of Council, or as required.

9. Consultation

Formal consultation was not required in the development of this policy.

10. Human Rights Charter

This policy has been developed with consideration of the requirements under the [Charter of Human Rights and Responsibilities](#).

11. Gender Impact Assessment

This policy has been developed/reviewed with consideration of the criteria which inspires equality under the *Gender Equality Act 2020*.