

MINOR GRANTS COUNCIL POLICY

POLICY STATEMENT

To provide an equitable and transparent process for Council to provide minor grant funding to individuals, community and sporting groups, and other legal entities.

POLICY SCOPE

This policy applies to: City of Bunbury Community

POLICY DETAILS

Where funds are allocated in the City's annual budget for that purpose, the City of Bunbury will consider applications for minor grant funding to the value of \$500 per application.

Applications for minor grant funding will only be considered if they meet one or more of the criteria below:

1. Programs that provide benefit to the community of Bunbury and take place (majority) within the City of Bunbury;
2. Small, one off community programs that have not been included in the City's annual budget or have not received funding through through the City's Grant Funding Program (reference Council Policy *Grant Funding Program*);
3. Donations for not-for-profit incorporated community groups in the Bunbury region, which may also include individuals who are pursuing sporting, career or cultural activities that provide a benefit to the City of Bunbury.
4. Applications where two or more members of a club or community group will be attending an event will require an application to be submitted from the club.

Minor grant funding will not be provided for:

1. Sponsorship of international communities/individuals;
2. Political parties or religious groups;
3. Commercial enterprises or entities;
4. 'Topping' up funding for projects included in the City's annual budget.
5. Applications submitted after the start date of the event/activity.

Applications will be invited on an ongoing basis until all funds in the City's annual budget for that purpose are expended.

Applications must be completed in full and submitted via the City of Bunbury Smartygrants system.

The Chief Executive Officer is authorised to approve applications for minor grant funding under the terms of this Policy.

COMPLIANCE REQUIREMENTS

LEGISLATION

- *Local Government Act 1995*

INDUSTRY

ORGANISATIONAL

Document Control					
Document Responsibilities:					
Owner:	Chief Executive Officer	Owner Business Unit:	People and Place		
Reviewer:	Manager People and Place	Decision Maker:	Council		
Document Management:					
Adoption Details	Res 229/1612 July 2016	Review Frequency:	biennial	Next Due:	2020
Review Version	Decision Reference:	Synopsis:			
	360/18 11 December 2018	Reviewed and amended			
Date Printed	14 December 2018				