7.4 ADVERTISING OF AMENDED COMMUNITY FUNDING POLICY

Attachments:
1. **Community Funding Policy - Marked Up Version**
2. **Community Funding Policy - Clean Version**

RECOMMENDATION

That Council APPROVES the proposed amendments to the Community Funding Policy, at Attachment 1, for the purpose of community consultation.

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the proposed amendments to the Community Funding Policy as detailed at **Attachment 1.**

DELEGATION:

Section 2.7 of the *Local Government Act 1995* sets out the role of Council as being to 'determine the local government's policies'. There is no delegation to Administration to make, review or repeal policies.

BACKGROUND:

The requirement of provisions outlined in clause 1.3 of the Policy Development and Review Policy were presented to Council members though the monthly Policy Paper on 27 September 2024.

The Community Funding Policy was adopted in June 2017, with further amendments in September 2018, July 2020, March 2021 and October 2021 to incorporate additional funding streams.

At the Ordinary Meeting of Council on 18 June 2024, Administration presented a report recommending that Policy No 7.6.9 - Heritage Assistance Fund be revoked following Community Consultation.

Following discussion, Council amended the recommendation to state that '*Council DOES NOT SUPPORT the REVOCATION of Policy No 7.6.9 Heritage Assistance Fund, included as Attachment 9 and REQUESTS Administration presents a report to Council in December 2024 on the revocation of Policy No 7.6.9 Heritage Assistance Fund, as part of the Community Funding Policy review*'.

DETAILS:

Community Funding Policy

The City regularly receives requests from community groups, organisations and individuals for the provision of financial support towards projects, programs, events and other initiatives.

This Policy currently captures 19 different funding streams provided by the City. It is supported by detailed guidelines, criteria and application forms for each funding category. These are updated from time-to-time to ensure community funding reflects Council and community priorities.

The revised Community Funding Policy proposes to reduce the number of categories from 19 to 16.

The Policy has been updated to provide consistency in the assessment and approval process for each grant category.

The proposed changes to the policy:

Name of Grant	Proposed changes
Seeding Grants	Consolidation of the Seeding Grants with Community Support Grants due to minimal uptake in Seeding Grants.
Collaborative Grants	Re-worded to reflect that funding for Collaborative Grants is provided for a three-year period. Removal of reference to an Assessment Panel as Collaborative Grant focus areas are reported to Council, not an assessment panel.
Festival and Event Sponsorship	Removal of the requirement for Council to endorse individual funding for Festival and Event Sponsorship applications. Applications to be assessed by Administration based on the economic, cultural and social outcomes for each proposal. In line with all other grant funding, Council will endorse the total event funding budget through the Annual Budget each year with further detail provided at a Budget workshop.
Town Team Grants	Removal of the number and names of Town Teams to provide greater flexibility if additional Town Teams are established and enable discretion where some Teams may not seek funding in a financial year. Removal of assessment and reference to Town Centre Place Plans and Town Team Action Plans.
Heritage Plaques Program	Reference to the Heritage Management – Interpretive Signage policy removed.
Waiving of Fees	Inclusion of a criteria matrix for the assessment of applications for reduction or waiver of fees.
Student Citizenship Awards	It is recommended that this funding category be revoked as it is an administrative function in liaison with the Office of the Mayor. Procedural content will form part of the suite of programs and initiatives offered annually to all local schools within the City. This program is budgeted as part of the annual budget process.
Business Enhancement Grants	Inclusion of Business Enhancement Grants which were identified in the Thriving Places Strategy 2023 -2028 adopted on 22 August 2023.
Female Sports Participation Grant	Replacement of Female Sports Participation Grant with a new Sports Participation Grant that promotes and encourages participation in sport with a broader focus on juniors, diversity and inclusion as well as females in sport.

Heritage Assistance Fund

Policy No. 7.6.9 Heritage Assistance Fund (Policy No. 7.6.9) provides financial assistance to persons who wish to undertake approved heritage conservation projects on places listed on the City's Municipal Heritage Inventory and/or the State Register of Heritage Places.

Administration propose to revoke Policy No. 7.6.9 for the following reasons:

- The administrative process for the provision of heritage funding is not required to be included in a local planning policy and can be suitably addressed through the preparation of a new information sheet that would be available on the City's website.
- An information sheet would allow for the grant amount to be modified based on budget allocation in the financial year without the need for a policy to be amended which would require the approval of Council.

Further information can be found in the 18 June 2024 report to Council.

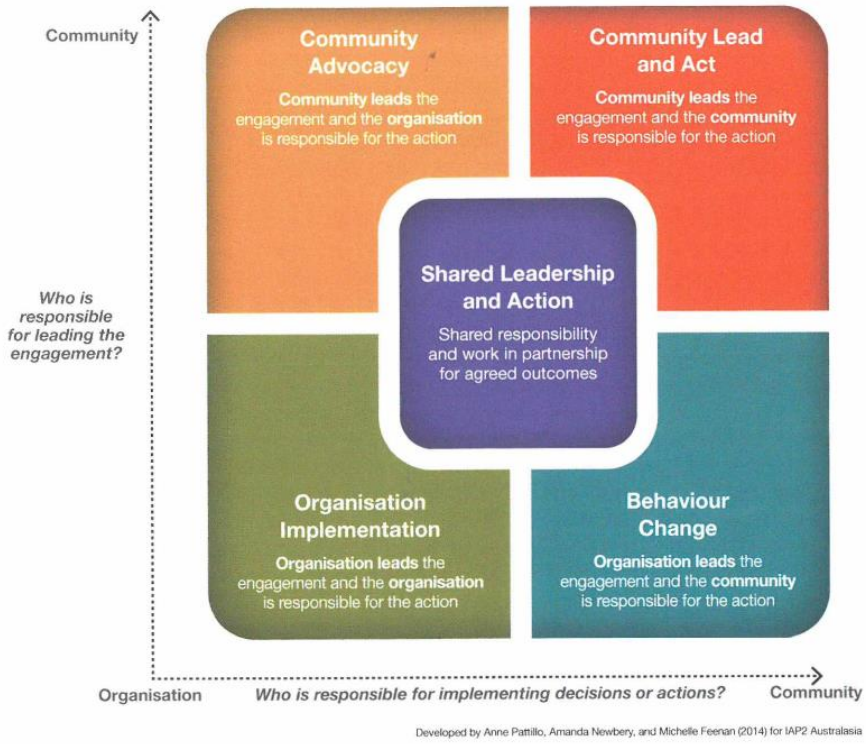
Administration will present the proposed revocation of Policy No. 7.6.9 to a future Council Meeting when the amended Community Funding Policy is considered for final approval.

Miscellaneous changes to the policy:

a) Removal of legislation/local law requirements.
b) Amendment to the Introduction to align with the policy template.
c) Removal of procedural guidelines and assessment criteria from the Related policies, procedures and supporting documentation section. These are all available on the City's website alongside the funding application forms.
d) Updated purpose of the policy to provide clarity.
e) Inclusion of a Conflict of Interest section to recognise statutory responsibility of staff to appropriately declare interests and excuse themselves from decision making where a conflict may exist.
f) Inclusion of Financial Consideration section to reflect that funding available presented as part of the Annual Budget to be approved by Council each year. Grants subject to this policy are funded by operating budget and expenditure of funding is the responsibility of administration.
g) Removal of grant funding amounts as grant allocation can fluctuate dependent on the annual budget and this level of detail aligns more to an internal administration procedure.
h) Formatting and layout changes to align with the current policy template.
i) Removal of numbering system.
j) Removal of outdated policy numbers.
k) Update to terminology to replace 'persons' to 'applicant' for consistency.
l) Removal of Community Funding Application and Assessment Overview as this relates to the amendment detailed in f) and is more appropriate as part of internal procedures.
m) Funding information now laid out in a table to provide a high-level overview of each category and eligibility criteria to reduce duplication throughout the document.

A clean version of the draft Community Funding Policy is available at **Attachment 2**.

CONSULTATION/ADVERTISING:



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Your organisation has the legitimacy to lead and implement

Communicate how community and stakeholder input has influenced the decision-making or implementation

In accordance with the City's Community and Stakeholder Engagement Policy, community consultation of all new and significantly amended policies must be provided for a period exceeding 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

Public notice of this proposed new policy will be provided from 28 January 2025.

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

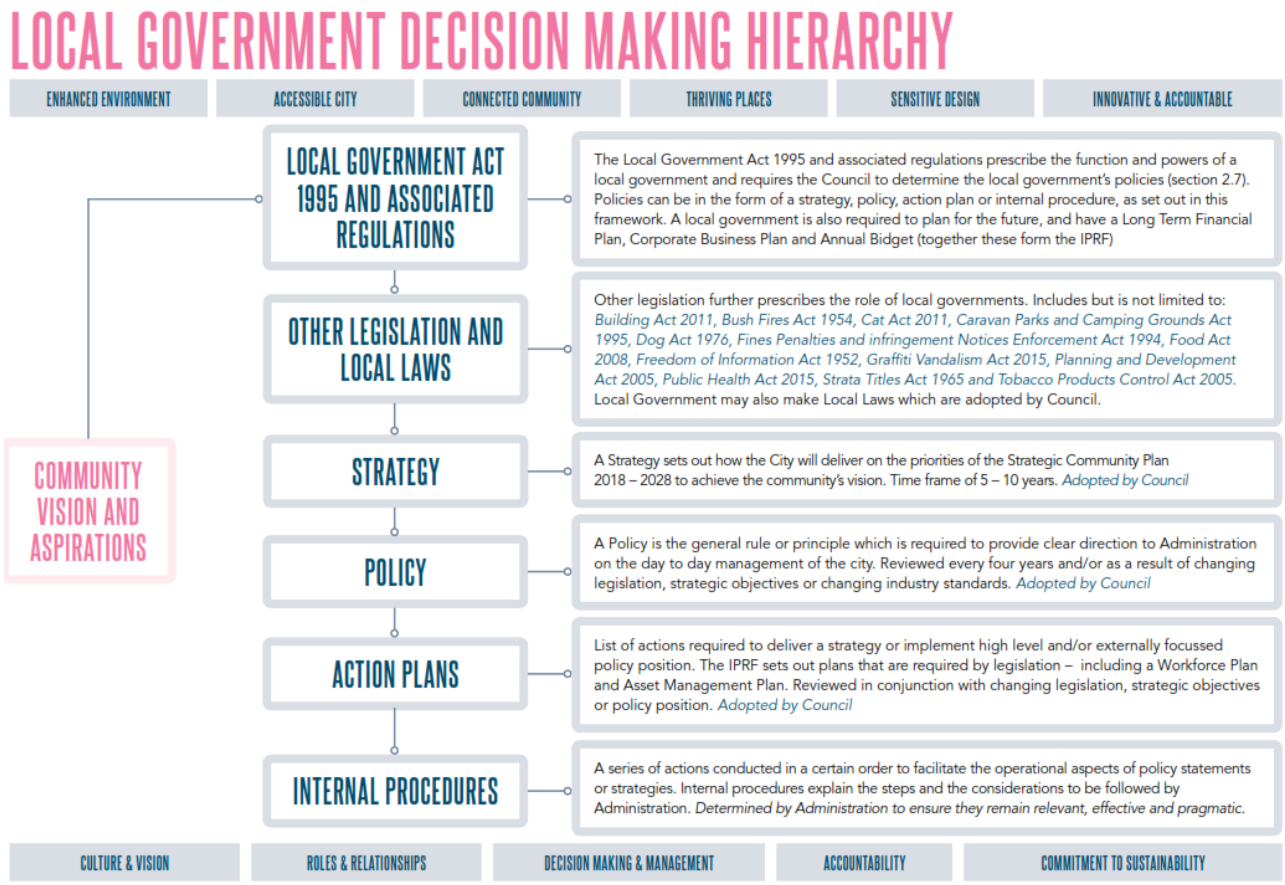
The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Policy Development and Review Policy:

The purpose of a policy is to provide a general rule or principle to guide Administration and the community on the City's decision making and advocacy.

The purpose of the proposed policy is to outlines the opportunities available and eligibility criteria for each funding category.

There are no legal requirements to have a Community Funding Policy.



RISK MANAGEMENT IMPLICATIONS

Risk Category	Risk Appetite/ Tolerance Statement	Descriptor/Clarification
Constructive Community Consultation	The City has a high risk appetite to engage in community consultation to deliver on our strategic objectives. This collaboration cannot be to the detriment of ensuring an efficient and effective decision-making process in the spirit of sustainability and achievement of objectives.	This point was important in driving the high engagement and participation in delivery of the City's objectives. But this should not be used to hinder progress or unnecessarily delay decision making.

Low: It is low risk for Council to provide local public notice of the amendments to the Community Funding Policy as the amendments reflect that this policy represents the funding areas Council has identified and support for inclusion in the Annual Budget process.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Connected and Healthy Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.
We are an inclusive, accessible and equitable City for all.

Thriving Places

Art, history and our community's living cultures are evident in the public realm.

Innovative and Accountable

We engage with our community so they are involved in what we are doing and how we are meeting our goals.

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

The availability of financial support remains subject to Community Funding allocations within Council's Annual Budget that may vary from year-to-year based upon Council and community priorities.

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Legislation / local law requirements	~~Section 135 of the Health Act 1911~~ ~~Schedule 3.1 of the Local Government Act 1995.~~ Nil
Relevant delegations	Delegation 2.2.19 - Defer payment, grant discounts, waive fees or write off debts
Related policies, procedures and supporting documentation	~~Council Policy No. 3.8.3 – Concerts and Events~~ ~~Council Policy No. 7.6.9 – Heritage Assistance Fund~~ ~~Sustainable Environment Strategy~~ ~~Community Funding Application and Assessment Overview~~ ~~Collaborative Grants Application Form~~ ~~Community Innovation Application Form~~ ~~Community Support Grants Application Form~~ ~~Cultural Kickstart Application Form~~ ~~Donations Application Form~~ ~~Female Sports Participation Grants Form~~ ~~Transport Assistance Application Form~~ ~~Youth Development Grants Application Form~~ ~~Reduction or Waiving of Fees Application Form~~ ~~Council Policy 7.6.4 – Heritage Management – Interpretative Signage~~ ~~Council Policy 7.6.3 - Trees of Significance~~ Execution of Documents Policy Fraud and Corruption Prevention

PRELIMINARY

INTRODUCTION

The City of Vincent offers a range of grants that are aimed at helping local people to take an active role in shaping our community. Community funding provides an opportunity to contribute towards the City's vibrancy and diversity by working collaboratively with a range of community groups, organisations, businesses and individuals to deliver initiatives that increase social participation, strengthen connections, build capacity and deliver economic and environmental benefits.

PURPOSE

~~The City of Vincent regularly receives requests from a range of community groups, organisations and individuals for the provision of financial support towards projects, programs and other initiatives. The total sum of these requests exceeds the level of financial support availability, and as such, it is not possible to provide support in every instance.~~

This Policy outlines the ~~various~~ Community Funding opportunities available from the City of Vincent, with the ~~specific funding category~~ purpose and eligibility criteria for each funding category then guiding the level of financial support that may or may not be provided.

The Community Funding opportunities outlined in this policy are solely for the purpose of delivering positive outcomes in the City of Vincent for the local community.

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~~Applicants are not guaranteed funding, and no applicant can be guaranteed full funding. Any initiatives previously supported through Community Funding cannot be guaranteed funding in future years and this should be closely considered when developing an application.~~

~~This Policy is supported by specific funding category guidelines, criteria and application forms that Administration may update from time-to-time to ensure Community Funding reflects Council and community priorities~~.

Applications for funding will not necessarily be approved and any initiatives that have previously been supported through Community Funding cannot be guaranteed in future years. The availability of funding ~~financial support~~ remains subject to Community Funding allocations within Council's Annual Budget that may vary from year-to-year ~~based upon Council and community priorities~~.

~~Council's Advisory Groups may be consulted in the assessment of Community Funding applications~~ ~~based upon their Terms of Reference and specific expertise.~~

OBJECTIVE

- To provide financial assistance through grants, sponsorship, donations, waivers and in-kind support ~~which~~ to assist groups, organisations and individuals to deliver positive community outcomes.
- To u~~tili~~se community funding as a strategic opportunity to strengthen quality of life within Vincent through improved community engagement, partnerships and participation.
- To complement and support both Council and community priorities through a range of community funding initiatives.

~~POLICY~~ SCOPE

~~The City of Vincent recognises that community funding provides a significant opportunity to work collaboratively with the local groups, organisations and individuals to deliver activities which increase social participation, promote social inclusion and strengthen connections within our community. A~~ variety ~~of funding initiatives are offered each year to meet the diverse range of interests, demands and~~ priorities ~~throughout the Vincent community.~~

This Policy applies to all requests from community groups, organisations, businesses, schools and individuals for the provision of financial support towards projects, programs, events and other programs, events and other initiatives that service the Vincent community.

Conflict of Interest

Officers assessing grants have a responsibility to declare any conflict of interest with an applicant or project.

Financial Considerations

The total funding pool of the Community Grants Program will be listed in the City's Corporate Business plan and included in the Annual Budget and approved by Council each year. Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria.

POLICY PROVISIONS

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DEFINITIONS

"**Applicant**" means a group, organisation or individual applying for grant funding.

"**Donation**" is a cash contribution to an organisation or group for the purpose of assisting an activity, event or program with a charitable, welfare or community service orientated purpose.

"**Emergency Relief Donation**" is a charitable contribution of essential goods and/or services made to eligible residents during a declared state of emergency.

"**Fees and Charges**" are stipulated monetary amounts established through Council's Annual Fees and Charges Schedule and levied where an organisation, group or individual seeks the use of a City of Vincent managed facility or reserve.

"**Grant**" is a cash contribution made to an organisation or group for the sole purpose of delivering a specific project with mutually agreed outcomes and performance measures. Grants must be fully acquitted at the conclusion of the project.

"**In-kind donation**" is a contribution to an organisation or group through the provision of City of Vincent services, resources and facilities although no monies are physically exchanged.

"**Sponsorship**" is a cash and/or in-kind contribution to an organisation or group for a specific purpose or event where the City of Vincent receives public recognition for its contribution in a manner negotiated by both parties. Sponsorship must be fully acquitted at the conclusion of the project or event.

POLICY

Funding Category	Eligibility	Overview
~~Seeding Grants~~	~~Not-for-profit organisations, clubs, associations, social enterprises, and registered charities~~	~~Seeding Grants aim to support City of Vincent based groups, organisations and individuals seeking to implement a new, innovative project that will benefit the local community. 'Cultural Kickstart' grants are available for new projects related to cultural development, artistic development, community art projects or events. 'Community Innovation' grants are available for new projects related to community development, education or recreation.~~ ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. A one-off amount up to $5,000 may be available for each individual project through this funding category.~~
Community Support Grants	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	~~Community Support Grants aim to support City of Vincent based groups, organisations and individuals to deliver programs and services that address key social issues impacting the local community.~~ Funding ~~Grants are available~~ for programs, projects and services that demonstrate outcomes that will build a strong and resilient community as well as initiatives that ensure the ongoing sustainability of community organisations. ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount~~

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		~~up to $10,000 may be available for each individual program or service through this funding category.~~
Youth Development Grants	~~Not-for-profit organisations, clubs, associations, social enterprises, registered charities and individuals~~ Young people	~~Youth Development Grants~~ Funding aim to support young people ~~within the City of Vincent~~ who are dedicated to addressing key social, economic and environmental issues within the ~~local~~ Vincent community. Focus areas include community and social entrepreneurship, environment and sustainability, arts and creative expression, and leadership and personal development. ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $1,000 may be available for each individual program or service through this funding category~~
Collaborative Grants	Service delivery agencies, not-for-profit organisaitons, social enterprises and registered charities	~~Collaborative Grants aim to establish P~~partnerships ~~between the City of Vincent and~~ with service delivery agencies that reside and/or operate within our local community in order to effectively respond to a recognised community focus area as ~~determined~~ endorsed by Council. The~~is~~ focus area will be reviewed ~~on an annual basis every three years~~ to ensure alignment with Council priorities and community demands. ~~Funding applications are considered and approved by an Assessment Panel comprising Council representatives. An amount up to $85,000 may be available for each individual project, program or service through this funding category.~~
~~Female~~ **Sports Participation Grants**	Not-for-profit organisations, State sporting associations and sport and recreation clubs.	~~Female Sports Participation Grants aim T~~o support City of Vincent based sport and recreation clubs and State Sporting Associations to establish activities, programs or projects that promote and encourage ~~equal participation of women and girls in sport.~~ participation and opportunity with a participant focus on females, juniors, diversity and inclusion in sport. ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $2,000 may be available for each individual activity, program or project through this funding category.~~
Festival and Event Sponsorship	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	~~Festival and Event Sponsorship aims to support City of Vincent based groups and organisations to~~Funding for the delivery of festivals, events and other similar activities which contribute to community vibrancy. Sponsorship will be provided through direct funding and/or in-kind services with the level of support determined by the value to the Vincent community in terms of economic, cultural and social outcomes. ~~Through a formal Sponsorship Agreement applicants are required to acknowledge support from the City of Vincent.~~ ~~Sponsorship applications are assessed annually by Administration based upon sponsorship criteria with recommendations to Council for formal consideration. There is no maximum amount of funding for each festival or event through this funding category with amounts awarded based on alignment with the Guidelines and Criteria as well as Council priorities.~~

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Town Team Grants	~~Beaufort Street Network,Leederville Connect, Mount Hawthorn Hub, North Perth Local, Northbridge Common and The Pickle District~~ Town Teams	~~Town Team Grants aim to support the six recognised Town Teams within the City of Vincent (Beaufort Street Network, Leederville Connect, Mount Hawthorn Hub, North Perth Local, Northbridge Common and The Pickle District)~~ Funding to deliver initiatives that improve the performance of town centres and districts, events and/or assistance with their ongoing governance and sustainability. ~~Grant applications are assessed and approved by Administration based upon funding category guidelines, Town Centre Place Plans and Town Team Action Plans. An equal amount of funding will be made available to each Town Team annually, subject to Community Funding allocations within the City's Annual Budget.~~ ~~An amount up to $10,000 may be available for each individual Town Team through this funding category.~~ ~~The City encourages Town Teams to apply for Community Funding however, the Town Teams Grant must be fully exhaust prior to applying for any other funding category, with the exception of Festival and Events Sponsorship.~~
Environmental Grants	Schools, not-for-profit organisations, clubs, associations, social enterprises, and registered charities	~~Environmental Grants are designed to assist and encourage schools, community groups and organisations to~~ Funding for the implementation of local projects or initiatives that align with the objectives of the City of Vincent *Sustainable Environment Strategy.* ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $2,000 may be available for each individual project, program or service through this funding category.~~
Heritage Assistance Fund	Property owners with a place on the City of Vincent ~~Municipal Local Heritage Inventory~~ List and/or State Register of Heritage Places or within a heritage area	~~The Heritage Assistance~~ Funding towards ~~provides financial assistance to persons who wish to undertake approved~~ heritage conservation projects ~~on places listed on the City of Vincent Municipal Heritage Inventory. Funding towards heritage conservation projects on~~ to places of heritage significance ~~listed on the City of Vincent Municipal Heritage Inventory.~~ Applicants should also refer to ~~Council Policy No. 7.6.9 – Heritage Assistance Fund.~~ the applicable Policy or Guidelines as amended. ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $5,000 may be available as a matched grant of 50% for each individual project through this funding category.~~
Heritage Plaques Program	Property owners and not-for-profit organisations	~~The Heritage Plaques Program provides financial assistance to persons who wish to~~ Funding towards the installation of a plaque or alterative form of interpretation to recognise and celebrate places of heritage interest in the City of Vincent that are either in situ or have been demolished. Applicants should also refer to

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		~~Council Policy 7.6.4~~ the applicable Policy or Guidelines as amended. ~~Heritage Management – Interpretive Signage.~~ ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $1,000 may be available as a matched grant of 50% for each individual project through this funding category.~~
Active Transport Schools Grants	Schools	~~Active Transport Schools Grants provide F~~financial assistance for schools located within the City of Vincent towards active transport events, bike education and as an additional source of funding for schools participating in the Department of Transport's Your Move Connecting Schools program. The grants ~~should~~ aim to encourage, support and celebrate children, parents and staff in the City to choose active transport options to get to and from school. ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $1,000 may be available for each individual program or service through thisfunding category.~~
Active Transport Community Initiatives Grants	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	~~Active Transport Community Initiatives Grants P~~provide financial assistance to eligible community groups and not-for-profit organisations to help fund community programs that promote or assist the community to engage in active transport. The grant can be applied to the presentation of a one off event or the development of a program which encourages, supports or celebrates initiatives that promote Vincent residents choosing active transport options. ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $2,500 may be available for each individual program or service through this funding category.~~
Transport Assistance	Residents with demonstrated difficulty accessing transport to attend medical appointments	Transport Assistance ~~is provided to~~ for eligible residents who have difficulty accessing transport to and from medical appointments. ~~Such~~ Assistance is provided ~~through direct referral to community based organisations that provide transport services or through~~ prepaid taxi vouchers. ~~Requests for assistance are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $100 may be available to individuals and $150 may be available to each couple annually, in the form of pre-paid taxi vouchers, through this funding category.~~
Special Assistance Welfare	Residents requiring property repairs to prevent serving of a notice under Section 135 of the *Health Act 1911* or Schedule 3.1 of the *Local Government Act 1995*	~~Special~~ Assistance ~~Welfare is provided by the City of Vincent to with~~ undertake~~ing~~ repairs on a property and/or remove items to prevent the serving of a notice under Section 135 of the Health Act 1911 "Unfit for Human Habitation" or Schedule 3.1 of the Local Government Act 1995. Such support is provided where an individual requires financial assistance to improve the condition of their premises with any funds paid directly to service providers/businesses engaged to undertake the works. No funds are paid to the individual(s) inhabiting the property.

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		Determinations regarding the provision of Special Welfare Assistance and the amounts required are made by Administration on a case-by-case basis.
Donations	Not-for-profit organisations, clubs, associations, social enterprises, registered charities and individuals	~~General donations~~ Funding support towards ~~not-for-profit organisations and charities located in or servicing the local community will be considered where such assistance supports~~ the delivery of projects, programs or services. The applicant must identify the specific community need ~~or benefit based upon local research or consultation.~~ ~~Donation requests are assessed and approved by Administration. An amount up to $500 may be available.~~
Waiving of Fees	Not-for-profit organisations, clubs, associations, social enterprises, registered charities and individuals	The waiving or reduction of fees for community groups, organisations and individuals will be considered where such assistance supports the delivery of projects, programs, services or fundraising initiatives. The applicant must identify the specific community benefits associated with their activity and demonstrate their limited financial capacity to pay relevant fees and are assessed against a criteria matrix. This may include (but is not limited to): • The hire of community facilities and town halls (bonds excluded)~~;~~ • Banner pole hire~~;~~ • Road closures/obstructions and special event parking~~;~~ • The hire of parks, reserves and playing fields~~;~~ • Street entertainment and busking permits~~;~~ • Stall Holder / Trader Permits (except food related stalls)~~; and~~ • Beatty Park Leisure Centre and facility usage fees. Waiver requests are assessed and approved by Administration and are based on the outcome of the criteria matrix. ~~An amount up to $2,000 may be available with any requests above this amount requiring decision making by Council~~. Applicants may be eligible for a reduction or waiver of fees up to $2,000 each financial year. Requests for a reduction or waiver over $2,000 will require Council approval in accordance with the Delegation of Authority.
Emergency Relief Donations	Residents	~~Emergency~~ Relief provided to ~~Donations may be available to~~ residents who are considered vulnerable due to experiencing hardship or being at risk of hardship during a declared State of Emergency. The donation shall be in the form of the purchase of essential goods and/or services for the affected resident. No cash donations are permitted under this funding stream. Administration will determine the level of need on a case-by-case basis and following investigation of whether appropriate assistance is available through other existing emergency relief programs or services. ~~A total amount of up to $500 over a six month period may be available for each individual through this funding category.~~

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~~Student Citizenship Awards~~	~~Local City of Vincent School~~	~~Student Citizenship Awards support annual school awards and acknowledge the contributions made by our youth to the City of Vincent. Student Citizenship Awards will be presented annually to up to three (3) students (where there are three classes) in the final years of Primary School, Junior High School (Year 10) and Senior High School (Year 12) attending schools located in the City of Vincent.~~ ~~A total of up to **$550.00** is provided to each school participating in the Awards, with **$250** being allocated to the school and up to **$100** worth of gifts being provided to each student in the form of a book voucher and framed certificate.~~
Trees of Significance Assistance Fund	Property owners ~~with a place~~ of trees listed on the ~~City of Vincent~~ Trees of Significance Inventory	Financial assistance for o~~O~~wners ~~of~~ with trees listed on the Trees of Significance Inventory who may be eligible for financial assistance for work associated with the listed tree through the City's Trees of Significance Incentive Fund. Applicants should also refer to ~~Council Policy 7.6.3~~ Local Planning Policy: Trees of Significance as amended. Owners of with trees listed on the Trees of Significance Inventory may be eligible for financial assistance for work associated with the listed tree through the City's Trees of Significance Incentive Fund. Applicants should also refer to the applicable Policy or Guidelines as amended. ~~Council Policy 7.6.3 Trees of Significance.~~ ~~Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to $2,000 in any 5 year period may be available as a matched grant of 50% for each individual through this funding category.~~
Business Enhancement Grants	Businesses and commercial property owners	Financial assistance to businesses and commercial property to make small-scale improvements that enhance the street appeal, presentation and functionality of the City's neighbourhoods and town centres.

OFFICE USE ONLY	
Responsible Officer	**~~Manager Marketing and Partnerships~~ Executive Manager Communications and Engagement**
Initial Council Adoption	Date: 24/07/2018, Ref# D17/67260
Reviewed / Amended	Date: 24/07/2018, Ref#: D19/36552 Date: 18/09/2018, Ref#: D19/133707 Date: 14/12/2021, Ref#: D21/20836
Next Review Date	Date: 17/12/2025

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Attachment 1: Community Funding Application and Assessment Overview

Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
Seeding Grants	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	$5,000	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
Community Support Grants	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	$10,000	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
Youth Development Grants	Not-for-profit organisations, clubs, associations, social enterprises, registered charities and individuals	$1,000	Applications accepted throughout the year	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities

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Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
Female Sports Participation Grants	Not-for-profit organisations, State sporting associations and sport and recreation clubs.	$2,000	Applications accepted throughout the year.	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
Festival and Event Sponsorship	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	N/A	Annually in March	Administration will assess applications based on category guidelines and criteria, and prepare a report for consideration at an Ordinary Meeting of Council
Town Team Grants	Beaufort Street Network, Leederville Connect, Mount Hawthorn Hub, North Perth Local, Northbridge Common and The Pickle District	Subject to Annual Budget	Applications accepted throughout the year until specific Town Team funds are exhausted	Administration will assess applications based on Town Centre Place Plans, Town Team Action Plans, and category guidelines and criteria
Environmental Grants	Schools, not-for-profit organisations, clubs, associations, social enterprises, and registered charities	$2,000	Annually in March	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities

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Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
Heritage Assistance Fund	Property owners with a place on the City of Vincent Municipal Heritage Inventory and/or State Register of Heritage Places or within a heritage area	Up to 50% of the total cost of works up to $5,000 maximum	Applications accepted throughout the year until funds are exhausted or as specific needs are identified by Policy and Place	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
Heritage Plaques Program	Property owners and not- for-profit organisations	50% contribution up to $1,000 maximum	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
Active Transport Schools Grants	Schools	$1,000	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
Active Transport Community Initiatives Grants	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	$2,500	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities

COMMUNITY FUNDING POLICY

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Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
Transport Assistance	Residents with demonstrated difficulty accessing transport to attend medical appointments	$100 for individuals or $150 for couples	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, and the availability of alternative Home and Community Care (HaCC) services
Special Assistance Welfare	Residents requiring property repairs to prevent serving of a notice under Section 135 of the *Health Act 1911* or Schedule 3.1 of the *Local Government Act 1995*	N/A	N/A	Administration will assess situations where such assistance is required on a case-by- case basis
Donations	Non-profit organisations and registered charities	$500	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
Waiving of Fees	Not-for-profit organisations, clubs, associations, social enterprises, registered charities and individuals	$2,000	Applications accepted throughout the year	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities

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Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
Emergency Relief Donations	Residents	$500	Applications are accepted during a declared emergency or disaster	Administration will assess applications based on category guidelines and criteria, and the availability of alternative emergency relief services
School Citizenship Awards	Local City of Vincent School	Up to $550	Applications are accepted annually and are distributed at graduation ceremonies	Administration will assess applicants provided by school Principals and teaching staff based on: • Qualities of citizenship, such as enthusiasm, interest, fairness and participation in school and community affairs; • Personal qualities; • Personal development, academic achievement; and • A good knowledge of Government, Local Government and City of Vincent.
Trees of Significance Assistance Fund	Property owners with a place on the City of Vincent Trees of Significance Inventory.	50% contribution up to a maximum of $2,000	Applications accepted throughout the year until funds are exhausted or as specific needs are identified by Policy and Place	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities

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Legislation / local law requirements	Nil
Relevant delegations	Delegation 2.2.19 - Defer payment, grant discounts, waive fees or write off debts
Related policies, procedures and supporting documentation	Execution of Documents Policy Fraud and Corruption Prevention

PRELIMINARY

INTRODUCTION

The City of Vincent offers a range of grants that are aimed at helping local people to take an active role in shaping our community. Community funding provides an opportunity to contribute towards the City's vibrancy and diversity by working collaboratively with a range of community groups, organisations, businesses and individuals to deliver initiatives that increase social participation, strengthen connections, build capacity and deliver economic and environmental benefits.

PURPOSE

This Policy outlines the Community Funding opportunities available from the City of Vincent, with the purpose and eligibility criteria for each funding category then guiding the level of financial support that may or may not be provided.

The Community Funding opportunities outlined in this policy are solely for the purpose of delivering positive outcomes in the City of Vincent for the local community.

Applications for funding will not necessarily be approved and any initiatives that have previously been supported through Community Funding cannot be guaranteed in future years. The availability of funding remains subject to Community Funding allocations within Council's Annual Budget that may vary from year-to-year.

OBJECTIVE

- To provide financial assistance through grants, sponsorship, donations, waivers and in-kind support to assist groups, organisations and individuals to deliver positive community outcomes.
- To use community funding as a strategic opportunity to strengthen quality of life within Vincent through improved community engagement, partnerships and participation.
- To complement and support both Council and community priorities through a range of community funding initiatives.

SCOPE

This Policy applies to all requests from community groups, organisations, businesses, schools and individuals for the provision of financial support towards projects, programs, events and other programs, events and other initiatives that service the Vincent community.

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Conflict of Interest

Officers assessing grants have a responsibility to declare any conflict of interest with an applicant or project.

Financial Considerations

The total funding pool of the Community Grants Program will be listed in the City's Corporate Business plan and included in the Annual Budget and approved by Council each year. Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria.

POLICY PROVISIONS

DEFINITIONS

"Applicant" means a group, organisation or individual applying for grant funding.

"Donation" is a cash contribution to an organisation or group for the purpose of assisting an activity, event or program with a charitable, welfare or community service orientated purpose.

"Emergency Relief Donation" is a charitable contribution of essential goods and/or services made to eligible residents during a declared state of emergency.

"Fees and Charges" are stipulated monetary amounts established through Council's Annual Fees and Charges Schedule and levied where an organisation, group or individual seeks the use of a City of Vincent managed facility or reserve.

"Grant" is a cash contribution made to an organisation or group for the sole purpose of delivering a specific project with mutually agreed outcomes and performance measures. Grants must be fully acquitted at the conclusion of the project.

"In-kind donation" is a contribution to an organisation or group through the provision of City of Vincent services, resources and facilities although no monies are physically exchanged.

"Sponsorship" is a cash and/or in-kind contribution to an organisation or group for a specific purpose or event where the City of Vincent receives public recognition for its contribution in a manner negotiated by both parties. Sponsorship must be fully acquitted at the conclusion of the project or event.

POLICY

Funding Category	Eligibility	Overview
Community Support Grants	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	Funding for programs, projects and services that demonstrate outcomes that will build a strong and resilient community as well as initiatives that ensure the ongoing sustainability of community organisations.

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Funding Category	Eligibility	Overview
Youth Development Grants	Young people	Funding to support young people who are dedicated to addressing key social, economic and environmental issues within the Vincent community. Focus areas include community and social entrepreneurship, environment and sustainability, arts and creative expression, and leadership and personal development.
Collaborative Grants	Service delivery agencies, not-for-profit organisations, social enterprises and registered charities	Partnerships with service delivery agencies that reside and/or operate within our local community in order to effectively respond to a recognised community focus area as endorsed by Council. The focus area will be reviewed every three years to ensure alignment with Council priorities and community demands.
Sports Participation Grants	Not-for-profit organisations, State sporting associations and sport and recreation clubs.	To support City of Vincent based sport and recreation clubs and State Sporting Associations to establish activities, programs or projects that promote and encourage participation and opportunity with a participant focus on females, juniors, diversity and inclusion in sport.
Festival and Event Sponsorship	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	Funding for the delivery of festivals, events and other similar activities which contribute to community vibrancy. Sponsorship will be provided through direct funding and/or in-kind services with the level of support determined by the value to the Vincent community in terms of economic, cultural and social outcomes.
Town Team Grants	Town Teams	Funding to deliver initiatives that improve the performance of town centres and districts, events and/or assistance with their ongoing governance and sustainability.
Environmental Grants	Schools, not-for-profit organisations, clubs, associations, social enterprises, and registered charities	Funding for the implementation of local projects or initiatives that align with the objectives of the City of Vincent *Sustainable Environment Strategy.*
Heritage Assistance Fund	Property owners with a place on the City of Vincent Local Heritage List and/or State Register of Heritage Places or within a heritage area	Funding towards heritage conservation projects to places of heritage significance. Applicants should also refer to the applicable Policy or Guidelines as amended.
Heritage Plaques Program	Property owners and not- for-profit organisations	Funding towards the installation of a plaque or alterative form of interpretation to recognise and celebrate places of heritage interest in the City of Vincent that are either in situ or have been demolished. Applicants should also refer to the applicable Policy or Guidelines as amended.

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Funding Category	Eligibility	Overview
Active Transport Schools Grants	Schools	Financial assistance for schools located within the City of Vincent towards active transport events, bike education and as an additional source of funding for schools participating in the Department of Transport's Your Move Connecting Schools program. The grants aim to encourage, support and celebrate children, parents and staff in the City to choose active transport options to get to and from school.
Active Transport Community Initiatives Grants	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	Provide financial assistance to eligible community groups and not-for-profit organisations to help fund community programs that promote or assist the community to engage in active transport. The grant can be applied to the presentation of a one off event or the development of a program which encourages, supports or celebrates initiatives that promote Vincent residents choosing active transport options.
Transport Assistance	Residents with demonstrated difficulty accessing transport to attend medical appointments	Transport Assistance for eligible residents who have difficulty accessing transport to and from medical appointments. Assistance is provided through prepaid taxi vouchers.
Special Assistance Welfare	Residents requiring property repairs to prevent serving of a notice under Section 135 of the *Health Act 1911* or Schedule 3.1 of the *Local Government Act 1995*	Assistance with undertaking repairs on a property and/or remove items to prevent the serving of a notice under Section 135 of the Health Act 1911 "Unfit for Human Habitation" or Schedule 3.1 of the Local Government Act 1995. Such support is provided where an individual requires financial assistance to improve the condition of their premises with any funds paid directly to service providers/businesses engaged to undertake the works. No funds are paid to the individual(s) inhabiting the property. Determinations regarding the provision of Special Welfare Assistance and the amounts required are made by Administration on a case-by-case basis.
Donations	Not-for-profit organisations, clubs, associations, social enterprises, registered charities and individuals	Funding support towards the delivery of projects, programs or services. The applicant must identify the specific community need.
Waiving of Fees	Not-for-profit organisations, clubs, associations, social enterprises, registered charities and individuals	The waiving or reduction of fees for community groups, organisations and individuals will be considered where such assistance supports the delivery of projects, programs, services or fundraising initiatives. The applicant must identify the specific community benefits associated with their activity and demonstrate their limited financial capacity to pay relevant fees and are assessed against a criteria matrix. This may include (but is not limited to): • The hire of community facilities and town halls (bonds excluded) • Banner pole hire • Road closures/obstructions and special event parking • The hire of parks, reserves and playing fields • Street entertainment and busking permits

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Funding Category	Eligibility	Overview
		• Stall Holder / Trader Permits (except food related stalls) • Beatty Park Leisure Centre and facility usage fees. Waiver requests are assessed and approved by Administration and are based on the outcome of the criteria matrix. Applicants may be eligible for a reduction or waiver of fees up to $2,000 each financial year. Requests for a reduction or waiver over $2,000 will require Council approval in accordance with the Delegation of Authority.
Emergency Relief Donations	Residents	Relief provided to residents who are considered vulnerable due to experiencing hardship or being at risk of hardship during a declared State of Emergency. The donation shall be in the form of the purchase of essential goods and/or services for the affected resident. No cash donations are permitted under this funding stream. Administration will determine the level of need on a case-by-case basis and following investigation of whether appropriate assistance is available through other existing emergency relief programs or services.
Trees of Significance Assistance Fund	Property owners of trees listed on the Trees of Significance Inventory	Financial assistance for owners with trees listed on the Trees of Significance Inventory who may be eligible for financial assistance for work associated with the listed tree through the City's Trees of Significance Incentive Fund. Applicants should also refer to Local Planning Policy: Trees of Significance as amended. Owners of with trees listed on the Trees of Significance Inventory may be eligible for financial assistance for work associated with the listed tree through the City's Trees of Significance Incentive Fund. Applicants should also refer to the applicable Policy or Guidelines as amended.
Business Enhancement Grants	Businesses and commercial property owners	Financial assistance to businesses and commercial property to make small-scale improvements that enhance the street appeal, presentation and functionality of the City's neighbourhoods and town centres.

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OFFICE USE ONLY	
Responsible Officer	Executive Manager Communications and Engagement
Initial Council Adoption	Date: 24/07/2018, Ref# D17/67260
Reviewed / Amended	Date: 24/07/2018, Ref#: D19/36552 Date: 18/09/2018, Ref#: D19/133707 Date: 14/12/2021, Ref#: D21/20836
Next Review Date	Date: 17/12/2025