

Purpose

This policy is designed to outline council's commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region.

This policy also guides the administration of council's grant programs ensuring grants:

1. Assist council to achieve its strategic goals and identified key initiatives; and
2. Align with the intent of the Local Government Act 2009 and the Local Government Regulation 2012, which states that grants will be used for a purpose that is in the public interest.

Scope

This policy applies to Councillors and employees of the Whitsunday Regional Council when Council gives, or proposes, to give a grant to a community organisation.

Guiding Principles

1. Grants to community organisations

1.1 This policy supports the distribution of funds in an equitable, transparent and sustainable manner.

1.2 Council may provide grants only when:

- 1.2.1 The grant is appropriate having regard to other priorities and available resources.
- 1.2.2 The receiving community organisation or entity meet the eligibility criteria set out in this policy and in the supporting guidelines for the specific funding program.
- 1.2.3 The grant will be used for a purpose that is in the public interest.
- 1.2.4 The grant will meet a community and/or social need in the local community.
- 1.2.5 Funding is to be capped at one (1) application per Organisation/Junior Elite Athlete, including Community Donations and Community Sponsorship per financial year.

1.3 Council offers grants in the following categories:

- 1.3.1 Financial Support for a Junior Elite Athlete
- 1.3.2 Facility Management
- 1.3.3 Regional Arts Development Fund (RADF)
- 1.3.4 Special Projects
- 1.3.5 Sport and Recreation Club

2. Current grant details are outlined on council's website.

2.1 The grant may be any of the following types:

- 2.1.1 a monetary payment;
- 2.1.2 in kind support undertaken by the Council to a specified value.

3. Conflict of interest

3.1 To ensure an accountable and transparent assessment process is maintained, Councillors, and Council Officers assessing grant applications are required to declare any declarable and prescribed conflict of interests prior to the assessment process commencing. This may include a personal connection with any applicant or personal involvement with any organisation.

Anyone having a conflict of interest should not debate, be involved in any discussions, or vote on any matter relating to the application.

4. Grant Program Process

4.1 Each funding program in section three must adhere to the following processes:

- 4.1.1 guidelines and criteria;
- 4.1.2 application form;
- 4.1.3 assessment process; and
- 4.1.4 accountability requirements.

4.2 In the circumstance that an organisation or individual has not complied with acquittal timeframes and requirements in accordance with a grant agreement, the follow actions will be considered:

4.3 If the grant remains unacquitted the grant recipient will be made ineligible to apply for future council sponsorship for a period of at least three years.

4.4 At the discretion of the Chief Executive Officer, action may be taken to recover unacquitted funds.

Applicable Legislation

Local Government Act 2009 QLD

Local Government Regulation 2012

Definitions

CEO refers to the Chief Executive Officer of the Whitsunday Regional Council appointed in accordance with the Local Government Act 2009.

Council refers to the Whitsunday Regional Council

Employee refers to any staff member, contractor, volunteer etc. of the Council.

Community Organisation see Local Government Regulation 2012

Eligible Community Organisation means a community organisation that:

1. is an incorporated not-for-profit organisation or a company limited by guarantee that has been endorsed by the Australian Taxation Office as a charity, tax exempt fund or deductible gift recipient.
2. Note - Unincorporated groups are eligible to apply, providing that their application is made through an eligible community organisation acting as an auspice.
3. has public liability insurance over \$20 million.
4. has acquitted all previous Whitsunday Regional Council grants.
5. has no outstanding debt to Council.
6. has more than 80% of members and/or recipients who are residents within the Whitsunday local government area.

STRATEGIC POLICY: Governance

Community Grants Policy

Endorsed by Council

18 June 2025

is not:

- 6.1 a State or a government entity, including a government entity or its subsidiary under the Government Owned Corporations Act 1993;
- 6.2 a community organisation with a licence under the *Gaming Machine Act 1991*, a licence under the *Keno Act 1996* and/or a licence under the *Wagering Act 1998*;
- 6.3 a community organisation with a liquor licence, other than a Community Club Licence and/or a Community – Other Licence, under the Liquor Act 1992 Queensland;
- 6.4 a religious body or religious organisation declared by the Governor-General by proclamation pursuant to the Marriage Act 1961 (Cwlth) to be a recognised denomination for the purposes of the Commonwealth Act.
- 6.5 An entity that is funded or subsidised by the State or Federal governments, including educational organisations, or a political party under the Electoral Act 1992.

Funded entity means an eligible community organisation approved by the Council to receive a grant.

Grant Agreement means a written agreement between a funded entity and the Council about giving a grant.

Related Policies and Legislation

N/A

COUNCIL POLICY			
Date Adopted by Council	18 June 2025	Council Resolution	SM2025/06/18.17
Effective Date	01 July 2025	Next Review Date	30 June 2026
Responsible Officer(s)	Director Community Services and Facilitation	Revokes	