

Grant Summary

Each financial year a fixed amount of funding, as determined by Council, will be allocated to the Special Projects Grant program. The Special Projects Grant program will be open to all incorporated not for profit clubs and/or organisations wishing to undertake one off projects.

Grants up to \$7,500 may be available. Organisations must adhere to the criteria stated in the Community Grants Policy and must submit a Grant Acquittal Form upon completion of the project. Clubs that can apply for the Regional Arts Development Fund are eligible to apply for this grant. In the event the funds for this program are exhausted in a financial year, the program will be closed for the remainder of that year. Funding levels for future years will be at the discretion of Council.

Funding is to be capped at one (1) application per Organisation/Junior Elite Athlete, including Community Donations and Community Sponsorship per financial year.

The following types of projects are ineligible:

- Projects which include services or activities that are the responsibility of a government body, or that the applicant organisation or another organisation is already funded to deliver
- Projects which are political in nature or incorporate political activities
- Projects being delivered before grants are awarded – projects are not funded retrospectively

Paperwork to be provided to the applicants:

- Special Projects Grant Guidelines
- Special Projects Grant Application Form

Application checklist – documents that must be submitted:

- ☐ A copy of the applicant organisation's Certificate of Incorporation.
- ☐ Copy of the applicant organisation's audited Financial Statement for the past year.
- ☐ At least two (2) letters of support (excluding Council and Councillors).
- ☐ Letters from other organisations that may be impacted by the project, detailing their support of the project (where applicable).
- ☐ At least two (2) written quotations for any external services or purchases required to deliver this project.
- ☐ A completed Project Plan (as per the Special Projects Grant Application Form)