

# BARKLY REGIONAL COUNCIL



## COMMUNITY GRANTS PROGRAM

### Overview

The Barkly Regional Council has established a '**Community Grants Program**' that is aimed at supporting and assisting community organisations with the development of activities and or services that will promote the Barkly Regional and benefit a broad cross section of the community.

Funding is project, program and activity based. Applications must be completed on the prescribed application form, which outlines the details of the proposed project, program or activity, its cost, timeframe and expected outcomes.

Through the 'Community Grants Program' Council seeks to:

- Initiate an annual grant funding program with a significant pool of funding.
- Establish service areas for what it will support i.e.:
  - Community development;
  - Art and culture;
  - Community safety;
  - Sporting clubs / organisational development.

All applications will be approved by the Barkly region's Council members who will determine its priorities, and how it will support the community.

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### Guidelines

#### 1. Statement of Purpose

Through the Community Grants Program, Barkly Regional Council aims to support community based projects, events and organisations that contribute to community outcomes as defined within its Corporate Directions. Grants will be considered and allocated on the basis of identified community need, Council priorities and the anticipated outcomes to the community as outlined in the project's application.

#### 2. Grant Program Objectives

The program provides financial assistance to:

- Carry out projects, activities or events of benefit to the Barkly Region;
- Initiate or develop services and resources to address the needs of particular community groups;
- Encourage community participation in community and cultural activities and build a greater sense of community and connectedness;
- Enrich the diversity of recreational, cultural, social and environmental opportunity to the residents of the Barkly Region.

#### 3. The Grant

Barkly Regional Council's contribution must be acknowledged in promotional material associated with an event, on all printed material and/or other methods as appropriate including inviting Elected Members to openings, launches or other activities.

#### 4. Application Process

Applications should be submitted on the prescribed application form and lodged via email where possible.

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## 5. Eligibility

- Organisations must be incorporated not for profit community organisations;
- Community groups who are not incorporated must have an auspicing body that is incorporated;
- Proposed projects or events must generally occur within the financial year in which it is funded;
- Activity must occur within the Barkly Region;
- The application must be received by the published closing date;
- The application must be submitted on the prescribed Barkly Region Council application form.

## 6. Ineligible Applications

The following proposals will **not** be considered:

- Requests for support for any individual pursuits;
- Applications for recurrent funds;
- Requests for the ongoing/core functions of an organisation;
- Proposals for events and activities held outside of the Barkly Region;
- Requests for commercial or competitive events;
- Funding for capital funds or improvements on private property;
- School based projects that do not involve the wider community;
- Applications where an applicant has not fully acquitted any previous Barkly Regional Council grant.

## 7. Funding Requirements

- Following adoption of the annual Council budget all applicants will be informed of the outcome of their applications.
- Successful applicants will be required to submit a tax invoice to Council and enter a formal agreement with Barkly Regional Council that details the commitment of both parties.

## 8. Acquittal

- Successful applicants will be required to submit a project and financial acquittal within **3 months of the project's completion**.
- Grants must only be used for the purpose stated in the letter of approval. The purpose, amount or time for expenditure of a grant may not be changed without prior written approval.

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## 9. Assessment Procedure

Applicants must submit a formal application form detailing needs, proposed outcomes, who the project involves, a budget, a copy of the last audited financial report (if any), and a statement of benefit to the Barkly Region community and how the Barkly Regional Council will be acknowledged.

The Grants assessment procedure is as follows:

- Barkly Regional Council Officers will undertake an initial eligibility appraisal, ensuring that all information is provided and that the application meets the program's established objectives;
- The Barkly Regional Council's Grants team will assess applications;
- Grant applicants may be required to submit additional information by way of a presentation;
- Once the Barkly Regional Council has finalised its assessment and approved projects for funding, its decisions are final and no correspondence will be entered into.

## 10. Criteria for Assessing Applications

Applications will be assessed using the following criteria:

- Community benefit and involvement;
- Innovation and developmental focus;
- The capacity/need of the project to attract funds from other sources;
- Acknowledgment of Barkly Regional Council support;
- The organisation's capacity for administering the project;
- The project's viability in terms of support from any other relevant authorities.

## 11. Accountability

Within 3 months of the project's completion, funded applicants will be required to:

- Submit the 'Project Evaluation and Financial Acquittal Form' which will be provided to all successful applicants;
- Provide an audited financial report in the case of any grant over \$1,000.

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## **12. Acknowledgment of Assistance**

Successful applicants will be required to acknowledge the support of Barkly Regional Council through the use of the Barkly Regional Council's logo on all printed materials, in media advertisements, press releases and on signage at events.

For some events, appropriate acknowledgment may involve invitations being issued to the Council President or relevant Barkly Regional Council Councillors.

## **Submission of Applications**

Applications must be completed on the prescribed application form and can be handed in at Council Reception, emailed to [ceo@barkly.nt.gov.au](mailto:ceo@barkly.nt.gov.au) or posted to

Community Grants Program  
C/O Edwina Marks CEO  
Barkly Regional Council  
PO Box 821  
TENNANT CREEK NT 0860

*For any inquiries or assistance regarding the applications, please contact*

*Jason van Riel – Grants Officer*  
[jason.vanriel@barkly.nt.gov.au](mailto:jason.vanriel@barkly.nt.gov.au) or 8962 0067.