

COMMUNITY — **FUNDING PROGRAM** — GUIDELINES



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT



| MERREDIN SWIMMING CLUB



merredin.wa.gov.au



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ANNUAL GRANT



The Annual Grant is for projects seeking cash funding, in-kind contributions or fee waivers up to the value of \$10,000 (ex GST) per financial year.

The Annual Grant opens in April and closes in May each year, unless otherwise advertised.

Applications will be considered by Council at the May Ordinary Council Meeting. Applicants will be notified in July of the outcomes, and funds will be released by August 2025, once the budget is approved.

Who can Apply

- Not for profits, community groups, and organisations.
- Sporting groups and associations.

Eligibility

- Incorporated association.
- Unincorporated associations require an auspice by incorporated organisation (the auspice organisation can apply for their own grant).
- Organisations are not required to be located within the Shire of Merredin, but must prove the application benefits the Shire of Merredin community.
- All activities included in the application must be for the relevant financial year.

Criteria

- Must align with the Shire of Merredin Strategic Community Plan.
- Must demonstrate the ability to deliver the activity.
- Must demonstrate the community need being met.
- Provide any evidence of co-funding, or funding from other sources (applications with this will be looked on more favorably).
- Demonstrate commitment to accessibility and inclusion.

Acquittal Requirements

- Acquittal forms will be provided to recipients.
- Recipients are required to provide a financial and performance-based acquittal report.
- Must demonstrate how the Shire of Merredin is appropriately acknowledged.

QUICK GRANT



The Quick Grant is for projects seeking cash funding, in-kind contributions or fee waivers up to the value of \$2,500 (ex GST) per financial year. Applicants can receive multiple Quick Grants per year, but to a cumulative total of \$2,500 (ex GST) per financial year.

The Quick Grant is open all year round, and applications will be assessed within twenty (20) working days. The intention of this funding category is to provide fast response and turn around to projects or opportunities that have merit, and for projects which are unlikely to have the lead time to be planned in advance.

Who can Apply

- Not for profits, community groups, and organisations.
- Sporting groups and associations.

Eligibility

- Incorporated association.
- Unincorporated associations require an auspice by incorporated organisation (the auspice organisation can apply for their own grant).
- Organisations are not required to be located within the Shire of Merredin, but must prove the application benefits the Shire of Merredin Community.
- All activities included in the grant must be for the relevant financial year.
- Athletes must be representing WA interstate.

Criteria

- Must align with the Shire of Merredin Strategic Community Plan.
- Must demonstrate the ability to deliver the activity.
- Must demonstrate the community benefit.

Acquittal Requirements

- Acquittal forms will be provided to recipients.
- Recipients are required to provide a financial and performance-based acquittal report.
- Must demonstrate how the Shire of Merredin is appropriately acknowledged.

Examples

- Cash funding: cash contribution to projects
- In-kind contributions: staff time (for example: depot workers)
- Waivers: facility or equipment hire

INELIGIBLE

The following projects are ineligible to receive funding through the Shire of Merredin Community Grant Funding program:

- Government departments (excluding Schools within the Shire).
- Organisations with outstanding Shire acquittals.
- Events which generate financial profits for commercial companies or individuals.
- Activities which duplicate an existing service.
- On-going operational expenses (example: administration costs, wages, insurance, utilities, communications or rent).
- Retrospective activities, or activities which will start before the applicant is notified of the outcome.
- Activities which are the core responsibility of another funding body or government department.
- Purchase of alcohol.
- Sporting related consumables that are requested by individuals (applications for equipment and uniforms for club/team use, are eligible).
- Funding for a political purpose.
- Activities which conflict with a Shire event.
- Cash prizes or gifts.
- Activities which promote racism, violence or discrimination.
- Activities which put the reputation of the Shire of Merredin in disrepute.



TERMS & CONDITIONS

- No outstanding debts with the Shire (greater than 60 days).
- Preference will be given to applicants who meet an identified need, target group or activity identified in the Strategic Community Plan.
- Applications that demonstrate own or other financial contribution sources will be viewed favorably.
- All applications will be formally assessed and prioritised in accordance with the Shire's guidelines, policies, and the budget.
- All decisions are final and no appeals will be considered.
- Applications must be acquitted by 30 June in the relevant financial year, unless stated in the grant agreement.
- All unacquitted and unexpended funds are to be returned within 30 days, or as agreed to by the Shire of Merredin.
- Applications must be discussed with the relevant Shire employee prior to submission
- Funds are to be spent in accordance with the approved activities submitted in the application.
- The Shire of Merredin must be acknowledged for the contribution during the course of the funding activity/ program/ event, as agreed in advance.

*Please note late applications will **not** be considered.*

Application Requirements

- Proof of incorporation
- ABN details
- Public Liability Certificate
- Previous years financial statement and balance sheet
- Applicants must obtain all required permits, certificates, and approvals

Healthy Communities

Applicants will be highly valued for their commitment and effort towards public health and creating healthy communities. The Shire encourages smoke-free and alcohol-free events and activities.

MORE INFO

Please contact the Community and Culture team to discuss your application and for more information.





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