

Community Activities Grant Guidelines

Introduction

This grant provides funding to community organisations to deliver self-sustainable local community, cultural, sporting and environmental activities in the Moreton Bay Region.

Projects funded under this grant will provide opportunities for people to develop and enjoy a vibrant lifestyle as part of a strong and inclusive local community.

The Community Activities Grant and these guidelines are governed by the Moreton Bay Regional Council Community Grants Policy (No. 2150-030).

Grant applications will be invited in July and February as outlined below.

Round	Opening Date	Closing Date	Notification of Outcome	Project Start Date*
1	1 July	10 August	Approximately 7 weeks after closing date	1 October
2	1 February	10 March		1 May

* Projects must commence on or after this date.

Definitions

Community organisation means:

- an entity that carries on activities for a public purpose; or
- another entity whose primary object is not directed at making a profit.

Who Can Apply?

Eligible applicants	<p>A community organisation that applies for funding under this grant must meet the following criteria:</p> <ul style="list-style-type: none"> Be based in the Moreton Bay Region and/or can demonstrate that the proposed project will benefit residents of the region; Have \$20 million public liability insurance; and Have no overdue Moreton Bay Regional Council grant acquittals.
Ineligible applicants	<p>The following are ineligible organisation types:</p> <ul style="list-style-type: none"> For-profit organisations; Government departments and agencies; Schools and affiliated parents' associations; Kindergartens and childcare organisations; Political groups; and Unincorporated community groups*. <p>Individuals are not eligible to apply for funding under this grant.</p>

	<p>Wildlife carer organisations must hold a current wildlife rehabilitation permit (issued by the Qld Government - Department of Environment and Science).</p> <p>*NB - Unincorporated community groups may apply through an auspice which is able to accept legal and financial responsibility for the project. The auspice organisation must meet the above criteria and not be an ineligible organisation type.</p>
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Grant Information

Eligible projects	<p>Projects supported must deliver self-sustainable local community, cultural, sporting and environmental activities in the Moreton Bay Region and may include activities that:</p> <ul style="list-style-type: none"> • Encourage residents to get to know their neighbours; • Increase the use of parks, open space and natural areas by the wider community; • Promote participation in community life; • Increase the use of Council's community halls and centres by the wider community; • Enhance the safety of local neighbourhoods; • Protect, enhance and showcase the region's natural environment and biodiversity;¹ • Provide opportunities for residents to participate in arts and cultural activities; • Encourage residents to share, develop and acquire new skills and knowledge; • Promote volunteering for community organisations; • Encourage residents to participate in an active and healthy lifestyle; • Include fundraising primarily for the benefit of third parties; and • Assist residents to prepare, respond and recover from a natural disaster. <p>Projects must be completed within 14 months from the round closing date.</p>
Ineligible projects	<p>Ineligible projects include:</p> <ul style="list-style-type: none"> • Projects that do not meet the requirements of Council's Community Grants Policy or these guidelines; • An activity that has a commercial purpose; • Activities with the primary objective of fundraising; • Christmas and New Year's Eve events; • Activities that are exclusively for the members of the community organisation, (with the exception of capacity building/upskilling opportunities for volunteers) or are considered its core business; and • Projects that have been funded twice previously under the Community Grants Policy (2150-030), irrespective of whether it is a different group delivering the project.

Ineligible expenses	<p>Ineligible project expenses include:</p> <ul style="list-style-type: none"> • Ongoing administrative and operational costs (salaries and wages, rates, rent, insurance, utilities); • Gifts, alcohol and prizes (e.g. money, trophies, gift cards, vouchers, etc.); • Purchase of equipment (unless directly related to the eligible project); • Purchase of capital items; and • Retrospective funding of projects is not available.
Funding amount	<p>Up to \$10,000 (GST inclusive) is available per application.</p> <p>Where community organisations act as an auspice for unincorporated community groups, these funds will not form part of the auspicing organisation's maximum annual funding limit.</p>
Lodging an application	<p>Applications must be submitted online via Council's grants and funding webpage www.mbrc.qld.gov.au/grants/.</p> <p>Incomplete or late applications will not be considered.</p>
Supporting documents	<ul style="list-style-type: none"> • Current public liability insurance certificate; • Most recent audited or verified financial statements; • Quotes from a registered supplier with an ABN that can issue a receipt for goods and services; • Proof of not-for-profit status (if applicable); • Council's project approval letter (only required for projects that enhance native vegetation and wildlife habitat on Council owned and controlled land); and • Written confirmation from auspicing organisation (if applicable).
Assessment criteria	<p>Eligible applications will be assessed against the following criteria:</p> <ul style="list-style-type: none"> • Demonstrated need for the project / activity; • Benefit to the Moreton Bay Region community; • Value for money, for Council and the community; and • Capacity of the applicant to successfully complete the project.
Terms and Conditions	<p>Successful applicants are required to comply with the terms and conditions associated with Council's financial support.</p> <p>Successful projects must not commence prior to receiving written notification from Council.</p>
Unsuccessful applicants	<p>Unsuccessful applicants may seek feedback on their application by contacting a Grants Officer (see contact details below).</p>
Enquiries	<p>For further information about <i>Community Activities Grants</i>, please contact a Grants Officer on (07) 3205 0555 or email grants@moretonbay.qld.gov.au.</p>

¹ Council approval is required for projects that enhance native vegetation and wildlife habitat on Council owned and controlled land. To obtain this approval, please email the proposed project to esmailbox@moretonbay.qld.gov.au prior to submitting a funding application.

TTY - National Relay Service

A 24-hour national relay service offers an over-the-phone solution for people who are deaf or have a hearing or speech impediment.

TTY and Voice: 133 677

Speak & Listen (SSR): 1300 555 727

SMS Relay: 0423 677 767

Translating and Interpreter Service (TIS)

Interpreter assistance is available in 160 languages and dialects. To use an interpreter, phone 131 450.