

Local Community Support Grant Guidelines

Introduction

This grant provides funding to community organisations to support local community, cultural, sporting and environmental projects and initiatives that provide a demonstrated benefit to 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.

Grant applications can be made at any time throughout the year, however will be assessed four times per year as outlined below.

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

Round	Round Closing Date	Notification of Outcome	Project Start Date*
1**	31 July	20 business days after closing date	1 September
2	31 October	20 business days after closing date	1 December
3	31 January	20 business days after closing date	1 March
4	30 April	20 business days after closing date	1 June

* Projects must commence on or after this date.

** Applicants seeking funding for Christmas activities and events are encouraged to apply in Round 1 to allow sufficient time for planning following notification.

Definitions

Community organisation means:

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

Equipment means: Portable items, used to deliver the organisation's usual services and activities, that are not fixed to the premises.

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 if required by Council; and • Have no overdue Moreton Bay Regional Council grant acquittals.
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<p>Ineligible applicants</p>	<p>The following are ineligible organisation types:</p> <ul style="list-style-type: none"> • For profit organisations; • Political groups; and • Unincorporated community groups*. <p>Individuals are not eligible to apply for funding under this grant.</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.</p> <p>Where community organisations act as an auspice for unincorporated community groups, these funds will not form part of the auspice organisation's maximum annual funding limit.</p>
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Grant Information

<p>Eligible projects</p>	<p>Projects supported must be for a community purpose and may include local projects that:</p> <ul style="list-style-type: none"> • Support community arts and cultural events and activities; • Improve the environment¹ (subject to necessary approvals); • Contribute to community safety; • Contribute to improved health and well-being; • Purchase equipment to resource community organisations; and • Create opportunities for residents to be involved in their community. <p>Projects must be completed within 14 months from the round closing date.</p>
<p>Ineligible projects / expenses</p>	<p>Ineligible projects and expenses include:</p> <ul style="list-style-type: none"> • Projects that do not meet the requirements of Council's Community Grants Policy or these guidelines; • Purchases of equipment where an organisation has already received funding through the Local Community Support Grant program for the purchase of equipment in the current financial year; • Requests primarily for direct personal gain or advancement (with the exception of capacity building/upskilling opportunities for volunteers); • Projects that are considered the organisation's core business; • Improvements to land and/or facilities owned and controlled by other levels of Government or ineligible organisation types; • Expenditure that is the core business of other levels of Government; • Support for school achievement or recognition awards and events; • Salary/wages, insurance, utilities, rates, administration and rent; • Alcohol, cash and cash equivalents (e.g. gift cards, vouchers); • Retrospective funding of projects is not available; and • Project management costs are generally ineligible, however where there is a strongly demonstrated need may be considered (up to a maximum of 15% of the eligible grant expenses).

Funding limits	<p>Maximum Funding</p> <ul style="list-style-type: none"> • An eligible community organisation can receive up to a maximum of \$5,000 (GST inclusive) through the Local Community Support Grant program, in a financial year. This may include a maximum of \$2,000 (GST inclusive) for equipment purchases. • Where community organisations act as an auspice for unincorporated community groups, these funds will not form part of the auspice organisation's maximum annual funding limit. <p>Application Funding Limits</p> <ul style="list-style-type: none"> • A maximum of \$3,000 (GST inclusive) may be applied for per application, which may include up to \$2,000 (GST inclusive) for equipment; • Where an organisation has already received funding through the Local Community Support Grant program for the purchase of equipment in the current financial year, they are ineligible to apply for additional equipment funding that financial year. • Funds available under each round of the Local Community Support Grant are allocated per Council division, and are limited.
Lodging an application	<p>Applications must be submitted online via Council's grants and funding webpage www.moretonbay.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 reviewed financial statements; and • Quotes for expenditure items \$500 or over.
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, attached to the letter of offer.</p> <p>Successful projects must not commence prior to receiving written notification from Council.</p>
Unsuccessful applicants	<ul style="list-style-type: none"> • At the request of the applicant, unsuccessful applications can be considered for all subsequent rounds within the financial year without the applicant needing to resubmit their application; • Reconsideration of applications is subject to the application remaining eligible under these guidelines and Council's Community Grants Policy.

	Unsuccessful applicants may seek feedback on their application by contacting a Grants Officer (see contact details below) and choose to submit an amended or new application.
Enquiries	For further information about <i>Local Community Support Grants</i> , please contact a Grants Officer on (07) 3205 0555 or email grants@moretonbay.qld.gov.au .

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.