Community
Grants

marion.sa.gov.au/grants

CITY OF
MARION

Introduction

The purpose of the Community Grants Program is to assist local not-for-profits to establish and undertake projects or activities that are beneficial for the community.

Applications should support and align the projects with the following reports and policies:
- The City of Marion Community Vision and Strategic Plan.
- The City of Marion Equity, Access and Social Inclusion Policy Statement.

Applications should ensure programs, activities and events are inclusive and as accessible as possible for all groups, including people of various genders, ages, sexuality, cultural backgrounds, religious beliefs and those living with disability.

Support with your application

Applicants are strongly encouraged to refer to the Grant Guidelines and the document links above before considering an application.

If you require further information please contact Sherina Kuik, Grants Officer on phone 08 8375 6600 or email sherina.kuik@marion.sa.gov.au .

All information relating to City of Marion grants including key dates and previously successful recipients can be found on the City of Marion website.

Applications need to be submitted online.

To be eligible

- Applications are encouraged from incorporated not-for-profit organisations and groups.
  NOTE: Groups that are not incorporated need an incorporated body willing to accept the funds on your behalf and accept responsibility for the funding of the project.
- **Applications must include completed financial information and necessary quotations**. **All quotations must be GST exclusive.**

The following will make an application ineligible

- Funding for individual, private, political or commercial enterprises or activities.
- Fundraising or sponsorship.
- Ongoing operational costs, core business, salaries or costs not directly related to project delivery.
- Payment for facilitators/instructors (unless it is clearly demonstrated that required expertise cannot be sourced internally).
- Projects that duplicate a community need already being met.
- Projects implemented outside of the City of Marion council boundaries (unless the activity clearly demonstrates significant benefits to the participants, being City of Marion residents).
- The project has commenced or retrospective funding (money spent before a grant is approved).
- Funding for academic research or conference costs, interstate or overseas travel.
- Schools are not eligible to apply. External organisations conducting activities within schools, during school hours, are also ineligible.
- The organisation has an outstanding acquittal or debt owing to Council. *Please note this does not apply to organisations that have a loan with Council and are complying with the repayment terms.*

Ineligible applications will not progress to the assessment stage.

Funding and additional criteria

- Each funding round may include one grant up to $10,000.
- The remaining funding pool has a $5,000 limit per application.
- Council's strong preference will be given to small not-for-profit organisations.

- Applicants must declare any current and/or ongoing in-kind or financial support received from the City of Marion eg subsidised rent, funding agreements
- Applications are accepted from groups that have received grant funding in previous financial years, priority may be given to organisations that have not received funding within the previous 2 financial years.
- Only one application per community group/organisation per round will be accepted.
- Where relevant, applications may be approved subject to additional criteria being met (eg: subject to development approval, landlord approval etc).
- Grants should generally not be used for site improvements on private property.

Grant Objectives

Applicants should consider the following:
- Establish and undertake activities that align with the
  - City of Marion Community Vision and Strategic Plan.
  - City of Marion Equity, Access and Social Inclusion Policy statement.
- Activities that focus on the following will be highly considered:
  - Demonstrate a strong benefit to City of Marion residents.
  - Demonstrate inclusivity and accessibility to the wider community, where possible.
  - Encourage community led projects/activities, including opportunities for volunteers.
  - Create opportunities for grass roots clubs and groups to increase community participation.
  - Demonstrate how the outcomes of the funding includes giving back to the community.
  - Enable wellbeing eg: healthy lifestyles, skill development, community safety, cultural harmony
  - Demonstrate environmental responsibility by the organisation/group, where applicable, eg: environment policies or practices.

Examples of funding areas could include: recreation, events, Come n Try's, equipment, open days, arts and cultural activities.

How are applications assessed?
- Applications will be assessed and scored against grant guideline criteria.
- Applications will be assessed and scored against community grant objectives.
- Applications will be assessed and scored against the City of Marion's identified reports and policies listed throughout the guidelines.

Please note that meeting the eligibility criteria alone does not guarantee funding. The Community Grants Program is highly competitive with a budget limit. The decision to award a grant is made by Council and the decision of Council is considered final.

Financial reporting and project evaluation

Applicants will be required to complete an acquittal form online. The form is due one month after the completion of the project or 13 months from the funding date, whichever is earlier. Evidence of expenditure is required – **all receipts must be attached to the acquittal.**

The acquittal form verifies that the grant funding has been spent in accordance with the project budget provided in the application form. Final acquittal of the grant requires a statement of income and expenditure for the project as well as evaluation documentation. The evaluation form provides valuable feedback to the City of Marion on how your project and the community have benefited from the Community Grants Program. (please include photos of your project/activity).

Successful applicants are required to comply with terms and conditions included in the application form.