

## 1. RATIONALE

The City of Marion recognises and values the role of individuals, community groups and organisations in contributing to the support and development of its diverse community. Council offers a Grants Program to eligible applicants.

The City of Marion has a responsibility to ensure that the Grant Programs support and enable local initiatives, projects, activities and events that strengthen community connections and wellbeing across the city.

## 2. POLICY STATEMENT

The City of Marion acknowledges and takes seriously its responsibility to manage ratepayers' funds with probity, integrity, transparency, equity and in the interest of the City of Marion.

## 3. OBJECTIVES

This policy aims to:

- Provide an accessible and equitable process for individuals, groups, not-for-profits and organisations seeking funding through any one of the identified grant programs.
- Facilitate a transparent and equitable process across all grant program areas.

## 4. POLICY SCOPE AND IMPLEMENTATION

This policy is intended for use by the Vibrant Communities team who are responsible for administering the various Grants Programs.

The Grants Policy provides financial support through a number of programs

- Community Grants
- Youth Development Grants
- Youth Achievement Grants
- Community Events Fund

## 5. DEFINITIONS

Grant	Money provided, conditionally upon application to a specific program/purpose (e.g. Community Grants Program) directed at achieving goals and objectives consistent with this policy and strategic direction. The recipient is selected on merit and grants are provided without expectation of commercial return.
Grant Program	A targeted amount of funding for a specific purpose or targeted audience within the City of Marion. Each Grant Program has separate guidelines that must be observed when applying for financial support in each program area.
Not-for-profit	An organisation whose constitution states that any profits or surpluses must be used to further the objectives of the organisation rather than benefit an individual.

## 6. ELIGIBILITY

To be eligible to apply for support in accordance with this policy, the applicant must be an individual, group, or not-for-profit organisation located within the City of Marion or providing a direct service that demonstrably contributes to the wellbeing and development of the City of Marion community.

Specific eligibility requirements will need to be met for the following programs:

- Community Grants
- Youth Development Grants
- Youth Achievement Grants
- Community Events Fund

## 7. APPLICATION AND ASSESSMENT PROCESS

All grants will be promoted across the City of Marion in a manner that will allow maximum opportunities for organisations and individuals to apply for funds.

Applications are received via on-line application forms.

Applications for Community Grants and Youth Development Grants will be assessed in line with the Community or Youth Development Eligibility Criteria and Grant Outcomes stated in relevant Guidelines. Council will receive a report for consideration and approval on an annual and/or biannual basis.

## 8. ROLES AND RESPONSIBILITIES

The Manager Community Connections is responsible for the implementation and management of this policy.

### Reporting

Successful applicants are required to provide the Manager Community Connections (or their nominated proxy) upon completion of the activity/program/event, a brief statement/report detailing how funds were expended. Applicants are encouraged to refer to reporting requirements as provided within guidelines associated with specific programs.

### Acquittals

Any unspent funds will be required to be returned to Council unless an agreement is in place between the City of Marion and the applicant. Applicants who do not complete an acquittal report within the designated timeframe will be ineligible for any future funding.

## 9. REFERENCES

- Community Plan – Towards 2040
- City of Marion Strategic Plan 2017-2027
- City of Marion Business Plan 2019-2023
- City of Marion Equity, Access and Social Inclusion Policy statement
- City of Marion Youth Engagement and Consultation Report 2019-2023
- Community Grants Guidelines
- Youth Development Grants Guidelines
- Youth Achievement Grants Guidelines
- Community Events Fund Guidelines

## 10. REVIEW AND EVALUATION

This policy will be reviewed once during a term of Council.