



Community Grant Program

Information Guide

2023/24

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Overview

Woorabinda Aboriginal Shire Council Community Grant Program is designed to support local organisations and/or groups located in Woorabinda to deliver events and activities to achieve the Strategic Goal for 'A vibrant community that is safe, healthy, educated and proud of their culture and traditions and embraces diversity.

The Community Grants can assist individuals to advance in their chosen sporting activity, micro business development in the creative arts sector and community groups to increase cohesion and wellbeing in the community.

Grant Program Objectives

The overarching objective of the Community Grants Programs is to increase community participation to:

- Make a positive contribution toward enhancing community wellbeing.
- Respond to community issues and trends by providing opportunities for social inclusion through community events and activity
- Build social connections through the delivery of activities in places and spaces within Woorabinda.
- Deliver safe and socially responsible events and activities to reduce risk of harm in the community.
- Increase participation for individuals and groups to advance in an event and/or activity to nurture talent for the future.

General Eligibility Criteria

Community Groups and organisation:

- Must be based within Woorabinda and be able to demonstrate that the project, program and/or activity will directly benefit Woorabinda Residents
- Should be an incorporated 'not for profit' organisation or a company limited by guarantee that is registered with Australian Charities and Not-For-Profits Commission.
- Must have relevant insurance cover including public liability or other coverage suitable for the activity to be undertaken.

Individual visual/performance artists and sport representatives:

- Sponsored by an organisation or affiliated sporting group.

- Provision of quotes and tax invoice from organisations to supply goods and/or services. This includes hire of equipment and facilities.

Who cannot Apply

- Commercial organisations
- Government agencies
- Political groups

Events, Projects, Program and/or Activities

- The grants program aims to provide limited financial assistance in relation to the development and delivery of events, programs, project and/or activities, and not intended to be relied upon as a primary source of funding.
- Grants will not be provided for events, projects, programs and/or activities which are to be undertaken for the sole purpose of profit generation.
- Council encourages co-funding from other external funding sources and reserves the right to part fund a grant application.
- Events, projects, programs and/or activities that have commenced prior to the receipt of Council funding are ineligible.
- In the event that the funded event does not occur, or the activity or program which was the subject of the funding is not delivered, the grant recipient will be required to repay the full amount of the Council funding awarded.

Eligibility Conditions

In addition to the general eligibility criteria, the following eligibility conditions apply to all community grants.

- Environmental projects must be approved prior to submitting an application and they must be undertaken within Woorabinda Aboriginal Shire Council boundary.
Environmental project on areas leased or owned by other individuals, groups or organisations may be considered, however, wider community benefit must be demonstrated.
- Equipment purchases are eligible when:
 - The equipment relates to the delivery of specific community capacity building initiative that demonstrated wider community benefit
 - The equipment purchase is integral to the sustainability of the organisation as reflect in the applicants strategic plan. (evidence of this needs to be provided)

- Where appropriate, arts and cultural projects should be in collaboration with Woorabinda's Art & Cultural Program to identify opportunities for increased collaboration and partnering to benefit the community.
- Projects must not clash with or adversely affect existing community events, including Council events.
- Significant celebratory events, such as milestone anniversaries for community organisation will be eligible for a grant category if wider community benefit is demonstrated.
- Applicants must be located in Woorabinda Aboriginal Shire Council boundaries at the time of application
- A maximum of two (2) grants per applicant may be awarded in any financial calendar year.

Specific Exclusions

- Ongoing salaries/wages, administrative and operating costs
- Payment of debt
- Routine emergency maintenance/repairs of facilities
- Purchase of work uniforms and workplace, health and safety equipment and attire
- Purchase of capital items such as office equipment, computers and machinery
- Purchase of alcoholic beverages
- Travel related expenses (excluding Creative Arts Grants & Sport & Recreation)
- Judging fees
- Training courses such as first aid and/or security.

Community Event Grant

Event	Purpose	Amount	Requirements
Community Christmas Event	Fun filled events for families, children, young people, elders that is open to the whole community.	Up to \$2,000	Delivered during week commencing 18 th December 2023

NAIDOC	Events & activities recognizing Aboriginal and Torres Strait Islander history and culture	Up to \$1,000	Delivered during week commencing 2 nd July 2024 Support and contribution by other stakeholders.
Woorabinda Day	Collaborations with external service providers to promote products, services and market stalls	Up to \$2,000	Delivered on Friday 25 th October 2024

Grant Release Dates

Community Christmas Event:- 27th October 2023 Closing date: 17th November 2023

NAIDOC Events:- 29th March 2024 Closing Date: 26th April 2024

Woorabinda Day Events:- 26th July 2024 Closing Date: 23rd August 2024

Creative Arts Grants

Event	Purpose	Amount	Requirements
Visual Arts	Fun filled events for families, children, young people, elders that is open to the whole community.	Up to \$3,000	Demonstrated financial and in-kind support from their own or other sources for the proposed activity or project.
Performing Arts	Live performances and rehearsal requirements such as: recording fees,	Up to \$3,000	Demonstrated financial and in-kind support from their own or other sources for the

	facilities hire and promotion		proposed activity or project
Micro Business Start-up Package	Support local artist initial business set-up that includes ABN Registration, Insurance fees for the 1 st year.	Up to \$2,000	Business concept overview that includes products and/or services. Registered Artist with Woorabinda Arts & Cultural Centre

Grant Release Dates

Round 1:- 06th November 2023 Closing date: 04th December 2023

Round 2:- 15th April 2024 Closing Date: 13th May 2024

Community Benefit Grant

Event	Purpose	Amount	Requirements
Community Benefit	Advance individuals and/or group socio-economic status through increased opportunities.	Up to \$10,000	Program Outline describing objectives and deliverables
Community Service Enhancement	Increase community safety and resilience in Woorabinda	Up to \$7,000	Program Outline describing objectives and deliverables for specific target groups.

Grant Release Dates

Round 1:- 15th April 2024 Closing Date: 13th May 2024

Round 2:- 06th November 2024 Closing date: 04th December 2024

Sport & Recreation Participation Grant

Event	Purpose	Amount	Requirements
Active People – Travel Assistance	Aims to provide Woorabinda residents with assistance in covering costs associated with attending State, National or International competitions.	Up to \$500	Supporting letter of selection from the State or National Sporting Body and proof of residency in Woorabinda through school enrolments or other identification.
Physical Activity	Gain accreditation and support training for volunteers.	Up to \$500	Program Outline describing objectives and deliverables for specific target groups.

Grant Release Dates

Quarterly Release: 22nd January 2024, 15th April 2024, 8th July 2024, 30th September 2024

Support and Assistance

If you require further information regards the grants program, email ceo@woorabinda.qld.gov.au. Application Forms to be lodged at Woorabinda Aboriginal Shire Council prior to dates advertised when Community Grants release dates.



Community Grant Program

GRANT APPLICATION FORM

- ❖ Please read the Community Grant Program Information Guide before you complete this form.
- ❖ Electronic copies of this form are available at the Council Office, 112 Munns Drive Woorabinda.
- ❖ If there is not enough space on the form please attach more information with your application.

SECTION 1 – APPLICANT INFORMATION

Select the Grant you are applying for: ✓			
<input type="checkbox"/> Community Event Grant	<input type="checkbox"/> Creative Arts Grant	<input type="checkbox"/> Community Benefit Grant	<input type="checkbox"/> Sport & Recreation Grant

Organisational Details

Name of Organisation				
Contact Person				
Postal Address				
Email Address				
ABN		GST Registered	Yes	No

Grant Recipient Details

Mr Mrs Ms Miss Other			
Full Name			
Role		Contact Details	

Email Address	
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Description of the Organisation purpose

Please describe the objectives and purpose of your organisation.

Grant Purpose

Provide details to the aim and expected outcome.

Describe the beneficiaries of the event/activity

Provide a schedule or timing for the event/activity

Describe the need of the event/activity

Grant Amount Sought			
Grant Amount:		In-Kind Support:	
Other Contributions			

Other Funding	Yes	No	Amount:	\$
Program Name				
Program Source				

AGREEMENT AND DECLARATION

I certify that, to the best of my knowledge, the statements in this application are true. I have read and understand the Woorabinda Aboriginal Shire Council, Community Grant Program Information Guide.

I acknowledge that if Woorabinda Aboriginal Shire Council approves this application for a grant, I will be required to meet the eligibility criteria as outlined in the Community Grant Program.

I acknowledge that Woorabinda Aboriginal Shire Council may not accept applications

I acknowledge that Woorabinda Aboriginal Shire Council may vary the level of funding provided through the Community Grant Program Information Guide at its sole discretion.

I acknowledge that Woorabinda Aboriginal Shire Council cannot guarantee funding for any application, and cannot guarantee funding to the full amount requested by any applicant.

I have been authorized by:	
To make this application	
Full Name	
Signature	
Date	

