

**COMMUNITY CAPITAL ASSISTANCE GRANTS**

<b>DIVISION</b>	<b>BUSINESS UNIT</b>	<b>RESPONSIBILITY AREA</b>
Development Services	Community Services	Community Funding and Grant Funding

**OBJECTIVE:**

To:

1. Provide an equitable and transparent framework for the assessment and ranking of capital grants for Shire community and sport and recreation facilities.
2. Ensure all Capital Assistance Grant (CAG) applications are considered as part of a strategic process to ensure the delivery of quality, sustainable facilities which align with the Councils strategic objectives.
3. Provide a framework for the allocation of the CAG funds to assist with leveraging other funding opportunities and maximizing the outcomes for the community.
4. Limit the Shire of Plantagenet (SOP) contribution to grant eligible projects to 33% of the total project cost.
5. Where a not for profit is providing an endorsed community service from a leased Council facility up to 50% of the total funding may be eligible.

**POLICY:**

**1. POLICY BACKGROUND**

- 1.1 The SOP recognises the importance of providing or facilitating community activity and opportunities through accessible, safe and affordable facilities that meet the identified needs of the community.
  - 1.2 The SOP will encourage and promote physical activity and community development activity through:
    - a) The provision or facilitation of reserves and facilities for structured community activity and sport and recreation activity.
    - b) Providing support to clubs and community groups.
    - c) Promotion of joint provision of shared and multi-use community facilities.
  - 1.3 The SOP Capital Assistance Grants program generally aligns with the external funding streams and programs such as the DLGSCI CSRFF Small Grant Funding guidelines and the Community Grant Schemes developed by Lotterywest and similar grant providers i.e.
    - a) Developing infrastructure for community and sport and recreation participation.
    - b) Supporting joint provision and shared use of facilities.
  - 1.4 The CAG are not advertised annually, and remain open year round.
-

## 2. ELIGIBILITY

### 2.1 Applicants for CAG Funding must:

- a) Be a not-for-profit sport and recreation or community organisation within the boundaries of the Shire of Plantagenet.
- b) Be incorporated under the Associations Incorporation Act 1987 (WA).
- c) Have an ABN.
- d) Have discussed their project with the Shire's Community Development staff and complied with Council Policy I/B/1 – Capital Works on Community Buildings.

### 2.2 The types of projects which will be ranked higher for Capital Assistance Grant Funds include:

- a) Upgrades and additions to existing Shire multi use community and community sport and recreation facilities.
- b) Construction of new facilities to meet community and sport and active recreation needs.
- c) Lighting projects which increase participation or make spaces and places safe.
- d) Projects which align with the Shire's Strategic Community Plan and the adopted Corporate Business Plan.
- e) Projects which improve accessibility.
- f) Projects that have met the conditions of Council Policy I/B/1 – Capital Works – New and Existing Community Buildings.

### 2.3 Priority will also be given to projects:

- a) Which lead to contemporary models of joint provision, facility sharing and rationalisation; and
- b) That clearly demonstrate that the project can be delivered and in the case of sporting projects meet the CSRFF guidelines for Annual and Forward Planning (over \$300,000) and Small Grant funding programs (\$7,500 – \$300,000).

## 3. FINANCIAL CONTRIBUTION

### 3.1 Requests for the CAG funding may be considered with the following conditions:

- a) A maximum of one third (33%) of the total estimated project costs (excluding GST), may be awarded to the applicant providing that it is able to source the remaining two thirds of the total estimated project costs (excluding GST) to enable completion of the project.
  - b) If quotes are inaccurate, the applicant is responsible for sourcing additional costs.
  - c) The applicant is responsible for understanding and managing the GST component of their grant application.
  - d) The Council's contribution is only guaranteed once the remaining funds are secured.
-

3.2 A maximum of fifty percent (50%) of the total estimated project costs (excluding GST), may be awarded to applicants who are Endorsed Community Service Organisations operating services from Council owned / leased facilities. Applicants must demonstrate they are able to source the remaining fifty percent (50%) of the total estimated project costs (excluding GST) to enable completion of the project.

4. BUDGET ALLOCATION AND TIMEFRAME

4.1 The total CAG funds budget to be allocated each financial year to be determined on an annual basis by the Council via the annual budget process with all unallocated CAG funds to be carried forward to the following financial year. As a guide, a minimum of 0.5% of rates to be allocated to the fund annually.

5. ACRONYMS

CSRFF	Community Sport and Recreation Facility Fund
DLGSCI	Department of Local Government, Sporting and Cultural Industries
CAG	Capital Assistance Grant'

**ADOPTED: 21 FEBRUARY 2023**

**LAST REVIEWED:**

---