

COMMUNITY EVENTS GUIDELINES 2021 – 2025

Through its Community Grants Program, Gannawarra Shire Council (Council) provides the opportunity for financial support for groups and organisations to plan and deliver events which will contribute to the municipality and align with the community vision identified in the 2021-2025 Council Plan.

COMMUNITY VISION

Our community will be proud, connected and inclusive as we actively seek opportunities that enhance lifestyle and liveability. We will recognise and appreciate the value of the natural environment and how it connects our communities. We will strive to be resilient to a changing environment through innovation and collaboration. The Gannawarra will grow through encouraging economic diversity, creating unique tourism destinations, and embracing our cultural and natural assets.



HOW MUCH CAN I APPLY FOR?

Applicants can apply for **up to \$5,000** towards their event.

Organisations/groups may apply for a Community Event grant AND a Community Support grant in the one round.



AM I ELIGIBLE?

Incorporated organisations/groups or those auspiced by an incorporated body

Organisations/groups located within the Gannawarra Shire Council area and who primarily serve residents of the Gannawarra Shire Council

Organisations/groups located outside the Gannawarra Shire Council area who provide a service that primarily serves residents of the Gannawarra Shire Council

Please note, applicants who have current outstanding projects that have not been acquitted are **ineligible** to apply for **any** rounds of funding in the same **stream** until their project acquittal has been received and approved by Council. For example, if you have an outstanding acquittals in the **Event** stream you are **ineligible** to apply for further event funding, but you can apply for Community **Support** funding. This includes auspicings applications for other organisations/groups.)



ESSENTIAL CRITERIA

Your event must meet at least five Essential Criteria to be eligible for funding

1.



Event must address one or more goals identified in the 2021–2025 Council Plan

2.



Event must relate to other key Council service areas such as the Arts, Community Wellbeing, Tourism and Economic Development

3.



Event must have strong economic benefit and encourage visitation to the Gannawarra region

4.



Event must be inclusive and accessible to all members of the community

5.



Event must demonstrate community partnerships and collaborations

6.



Event budget must be completed accurately

7.



Event must promote social connectedness and/or support the development of liveable communities

8.



Event must support increasing skills and build capacity for the community



WHAT WILL NOT BE FUNDED?

X	Schools are ineligible
X	Applications for the purposes of State Government leverage are ineligible
X	Operating or maintenance costs for event delivery <i>e.g. utility payments, internet costs, computer products, office/stationery supplies etc</i>
X	Salaries/wages
X	Events which have already been completed or costs that have already been expended
X	Travelling expenses, <i>e.g. petrol costs, bus hire etc</i>
X	Events which have a political or religious purpose and objective
X	Events that are deemed to be inappropriate and/or offensive
X	Prizes/trophies
X	Events that benefit a single person only
X	Events for which funding has been received through another Council program/sponsorship
X	Events which promote (or if your Organisation supports) gambling or alcohol, drugs or tobacco use



APPLICATION PROCESS

Read these guidelines
Consider if your event may require a permit, and/or landowner permissions
Discuss your event with Council's Community Engagement team, if required
If eligible under the guidelines, begin your application via the online Grants Portal (SmartyGrants) at https://gannawarra.smartygrants.com.au/
Review your application and how it links with the 2021-2025 Council Plan (<i>available on Council's website</i>)
Obtain and attach quotes and complete the budget for your project
Submit your application online via SmartyGrants
An automated reply email is sent to the applicant from SmartyGrants to confirm application has been submitted



ASSESSMENT PROCESS

Council officers assess applications against Essential Criteria and make recommendations
Recommendations are presented to Council for a final decision at a Council meeting
All applicants will be notified of the outcome of their application within eight weeks of submission
<i>Meeting the eligibility criteria is not a guarantee of funding. The decision made by Council is final. Council will not be responsible for any expenses incurred as a result of an applicant's anticipation of successful funding</i>



SUCCESSFUL APPLICATIONS

Successful projects are to be completed within 12 months of receipt of the funds, unless an extension of time is approved for exceptional circumstances by Council
Successful applicants must acknowledge Council's support of the project, program or event
An acquittal report on how the grant was spent is due (via Smartygrants) within one month of the event being delivered

QUESTIONS?



Gannawarra
**COMMUNITY
GRANTS PROGRAM**

If you require any further information or need clarification please visit Council's website www.gsc.vic.gov.au contact Council's Community Engagement team on 03 5450 9333 or via email grants@gsc.vic.gov.au.