

# COMMUNITY ASSISTANCE GRANTS PROGRAM POLICY

<b>Policy Number:</b>	5.1.5
<b>Approved by:</b>	Council
<b>Date Approved:</b>	December 2025
<b>Date of Next Review:</b>	December 2027
<b>Applicable to:</b>	Communities, Facilities & Emergencies Business Unit
<b>Responsible Officer:</b>	Manager Facilities & Emergencies
<b>Related Policies:</b>	Fair Access Policy
<b>Related Documents:</b>	Community Assistance Grants Scheme Funding Guidelines and Assessment Criteria Quick Response Grants Scheme Funding Guidelines and Assessment Criteria Gender Equality Action Plan
<b>Statutory Reference:</b>	Nil

## OVERVIEW

To establish policy for the management of the Community Assistance Grants Scheme inclusive of the Quick Response Grant Scheme and Australia Day Grant.

## THE POLICY

The aim of Council's Community Assistance Grants and Quick Response Grant is to encourage the development of community initiatives in line with our Council's Community Vision 2041, Council Plan 2025-29 and Municipal Health and Wellbeing Plan.

It aims to build community capacity by encouraging participation, promoting inclusion, growing partnerships, providing learning opportunities and supporting social connectedness by utilising and activating our open spaces, community, and cultural facilities.

Key concepts within the Community Vision 2041 that underpin the Community Assistance Grants Scheme are available in the Council Plan 2025-29 under Strategic Objective 1 Healthy Connected Communities, and Strategic Objective 3 Infrastructure, Spaces and Places.

The following strategic objectives and related strategies are noted in plan:

**Strategic Objective 1:** *"Vibrant, healthy, connected and inclusive communities. Quality services are accessible to everyone".*

Council Plan Initiative: 1.1 *"Support initiatives that improve access, encourage movement, and increase community use of local places and spaces through education, infrastructure activation, and promotion of active and safe travel".*

**Strategic Objective 3:** *"Strategically planned, designed and well-maintained infrastructure, spaces and places".*

Council Plan Initiative: 3.4 *"Improve physical accessibility, enhance safety and ease of use for all ages and abilities, and embed inclusive design features".*

*Support initiatives that improve access, encourage movement, and increase community use of local places and spaces through education, infrastructure activation, and promotion of active and safe travel. .”*

An annual budgeted amount of funding as determined by Council is available to be applied for by not-for-profit groups for projects, events and facilities. Applications are received twice yearly under the Community Assistance Grants Scheme and all throughout the year under the Quick Response Grants Scheme and annually under the Australia Day Grants.

Assessment panels review funding applications based on:

The applicant's planning and capacity

Has the applicant:

- Provided clear details about the event/project?
- Is the project achievable?
- Demonstrated the ability to deliver the project?
- Provided promotion and marketing information and schedule?
- Provided evaluation details; schedule and information?
- Considered Fair Access, inclusion issues and considered the needs of all the community and user groups?
- Attached relevant support material?

Community need and benefit outcomes

Has the applicant:

- Provided information relating to the community need for the event/project?
- Provided information relating to the community benefit for the event/project?
- Attached relevant support material?

There are times when Council may choose to vary the types of grants offered to support the response to a significant incident or event impacting on the community.

## REVISION HISTORY

VERSION	DATE	SUMMARY OF CHANGES
1.0	December 2022	Move Policy to a two year review cycle.
1.1	December 2023	Date of Next Review updated to December 2025. Minor formatting changes. Updated Policy to include Fair Access recommendations. Added link to <i>Gender Equality Action Plan 2021-2025</i> (GEAP) in Related Documents.
1.2	December 2025	Date of Next Review updated to December 2027. Removed years for GEAP to keep current when new plan implemented. Updated reference to Community Vision, Council Plan and Municipal Health & Wellbeing Plan.