

<b>POS</b>	<b>FINANCIAL ASSISTANCE TO LOCAL ORGANISATIONS</b>	<b>PSCS7</b>
------------	--	--------------

<b>POSITION STATEMENT CODE:</b>	PSCS7
<b>DIRECTORATE:</b>	Governance & Community Services
<b>BUSINESS UNIT:</b>	Recreation & Community Safety
<b>SERVICE UNIT:</b>	Recreation Services
<b>RESPONSIBLE OFFICER:</b>	Manager, Recreation & Community Safety
<b>FILE NO.:</b>	182/002
<b>DATE FIRST ADOPTED:</b>	1997
<b>DATE LAST REVIEWED:</b>	8 September 2016
<b>ATTACHMENTS:</b>	N/A
<b>VERSION NO.</b>	5

<b>Dates of Amendments / Reviews:</b>		
DAPPS Meeting:	26 July 2012 28 August 2014	25 August 2016
OCM:	1997 13 December 2007	9 August 2012 11 September 2014

**BACKGROUND:**

Many approaches are made by local organisations seeking substantial sums from the City for capital works to the facilities controlled or owned by the applicant. the City has sought to clarify its position in respect to these requests.

**PURPOSE:**

To establish guidelines for consideration of requests for significant grants from organisations for capital works projects such as building construction, building modifications, equipment, ground works and the like.

**POSITION:**

The City will consider requests for grants in excess of \$25,000 from organisations for capital works if they meet the following criteria:

- (1) The applicant organisation facility for which funds are sought must be within the City of Cockburn municipal area.
- (2) The project must have a clearly identified community benefit.
- (3) The facility for which the grant is sought must be owned, managed or controlled by the City or be the property of an incorporated not for profit organisation.

<b>POS</b>	<b>FINANCIAL ASSISTANCE TO LOCAL ORGANISATIONS</b>	<b>PSCS7</b>
------------	--	--------------

- (4) The organisation must show evidence of having sought funds from other sources if available.
- (5) The organisation must have a demonstrated ability to manage its affairs to a high standard and the financial resources to maintain its facilities and services over time.
- (6) The funds sought will not be used for a purpose that replicates that provided by another organisation in the area.
- (7) The project does not conflict with the requirements of section 3.18(3) of the Local Government Act 1995.

The following information will need to be provided by applicants for consideration of requests for funds.

- Type of Organisation(eg recreation, health, welfare, Arts/culture, youth education/training etc)
- Organisational membership and usage.
- Nature of service/ facility provided.
- Project details including design, planning, costing, time frame, project management
- Demonstrated community benefit and need.
- Financial position of applicant
- Business plan for the project demonstrating financial viability
- Detailed project budget demonstrating funding sources
- On-going operational management
- Existing services and facilities of a like nature in the area or region