**Community Partnership Funding Program 2014/15 Guidelines**

**The purpose of the Community Partnership Funding Program is for Council to work in partnership with the community to achieve Council's corporate priorities. The program provides funding towards operational expenses to community organisations that provide key services or facilities to the Sunshine Coast community.**

**A maximum of one year of funding will be allocated in this 2014/15 round as a new Corporate Plan is currently under development**

**These guidelines should be read in conjunction with Council's Community Grants Policy. You can view the policy at www.sunshinecoast.qld.gov.au/grants**

# Eligibility

## Who can apply?

Community organisations who meet all of the following criteria:

- operate within the Sunshine Coast Local Government Area or are able to demonstrate that the service/facility will benefit residents of the Sunshine Coast Local Government Area

- are Incorporated, or are an Australian Public Company Limited by Guarantee

- have appropriate insurance and adhere to sound Workplace Health and Safety practices

- are able to demonstrate viability

- have no debt to Council, or have entered into scheduled payment arrangements with Council which are being adhered to, and/or have met acquittal conditions for previous Council grants

- have discussed their proposal with a category representative prior to submitting their application.

## Who cannot apply?

- Government agencies or departments of local, state or federal government
- Educational, religious or medical organisations, where the application is for the organisation's core business
- Businesses
- Individuals
- Organisations eligible under the Sports Field Maintenance Funding Program
- Organisations where the application is connected to political activities

## What is eligible for funding?

- Operational expenses to support established services or facilities (e.g. insurance, electricity, ongoing maintenance).
- This program does not support one-off projects (one-off projects may be eligible under Council's Community Grants Program).

# Assessment

Funding is offered under the following categories:

- Community Facilities
- Community Safety

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- Community Services
- Cultural Heritage
- Economic Development.

All applicants are required to consult with a category representative prior to submitting a proposal. Contact a grants officer for details.

Assessment for each category is based on both funding program and category specific assessment criteria.

Applications are assessed by panels in each of the five categories. Panel members include Council staff experienced in each category.

In some instances, part-funding may be offered.

Panel recommendations are reported to Council for endorsement.

## General program assessment criteria

Applications are assessed against the following program priorities.

### Council Corporate Priorities

- Strong alignment with Council's Corporate Plan/ strategy or policy positions

### Community Need and Benefit

- Demonstrate clear and identified community need  and support for services/facilities
- Provide lasting impact and benefits that are far reaching
- Provides equitable access and/ or participation opportunities

### Planning and Delivery

- Demonstrated collaborative approach to delivering the service or operating the facility
- A well-planned and achievable strategic/ operational/ business plan for delivery
- A clear evaluation framework, which identifies what will be delivered, and how it will be measured and reported to Council

### Organisational Capacity

- Demonstrated capacity to deliver for the duration of the partnership
- Evidence of:
  - sound financial management
  - sustainable budgeting
  - effective business planning processes
  - risk management processes
  - principles of good governance
  - organisation working to be self-sufficient.

### Budget

- Realistic budget reflecting proposal scope and scale

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## Category specific assessment criteria

Applications must also address specific priorities for their chosen category.

### Community Facilities

**Aim -** Supporting facilities that help build stronger, more engaged, healthier and more creative communities.

**Outcomes**

This category supports facilities that contribute to the development of one or more of the following:

- engaged, resilient and inclusive communities that embrace diversity
- a creative and artistic region
- healthy communities and active lifestyles.

**Category specific criteria**

- Provide safe facilities which offer community meeting spaces and/or enable opportunities to participate in sport, recreation or social activities.
- Demonstrate significant level of engagement, participation and utilisation by the local community.
- Ensure hours of community access are aligned to community need.
- Have formal tenure on Council or Crown Land or own the facility freehold.
- Have primary responsibility for maintaining the facility on a regular basis for all or a specified part of the year.
- Have a current maintenance schedule in place.

**Types of facilities funded in this category include:**

- Community halls
- Facilities for cultural activities
- Sport and recreation facilities

### Community Safety

**Aim -** Ensuring a significant level of community safety, including disaster management.

**Outcomes**

- Safe communities

**Category specific criteria**

- Provide services that ensure the safety and wellbeing of residents and visitors, in line with Council priorities.
- Provide significant community outcomes in the event of, or in the planning for, a disaster, aligned to Council's Disaster Management Plan.

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- Provide air and sea services to the Sunshine Coast Local Government Area in order to increase the overall safety of residents and visitors.

- Play a significant role in the welfare, re-homing and general care of abandoned domestic animals, both in general  circumstances and in the event of a disaster. Form a vital part of the community fabric in dealing with emotional issues when family pets are lost or displaced.

**Types of services funded in this category include:**

- Outreach public safety services

- Coast Guards

- Helicopter rescue

- Animal welfare and re-homing

Note: State managed/coordinated bodies and groups that are core funded by the state are not eligible for funding in this category.

## Community Services

**Aim -** Supporting the delivery of services that build stronger, more engaged, healthier and/or more creative communities.

**Outcomes**

This category supports the delivery of services that contribute to the development of one or more of the following:

- engaged, resilient and inclusive communities that embrace diversity

- a creative and artistic region

- healthy communities and active lifestyles.

**Category specific criteria**

- Encourage involvement, interaction and partnerships between local individuals and community and/or cultural organisations.

- Provide significant information, expertise or resources to support other community and/or cultural organisations.

- Benefit multiple user groups and/or one or more of the following groups (families, young people, seniors, Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse backgrounds, people with a disability).

**Types of services funded in this category include:**

- Community Centres

- Community Libraries

- Peak bodies/ umbrella groups

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## Cultural Heritage

**Aim -** Supporting community organisations whose prime purpose is to ensure the conservation, access and promotion of regionally significant cultural heritage items, collections, places and events.

### Outcomes

This category supports services and facilities that contribute to the development of one or more of the following:

- increased awareness of our local heritage

- increased accessibility to our Cultural Heritage

- the heritage of our communities is conserved and protected.

### Category specific criteria

Engage in activities that:

- identify, record and protect the region's cultural heritage, including Aboriginal heritage

- conserve items, collections, places and events of significance through conservation, rehabilitation, restoration, and maintenance

- document and promote those items, collections, places and events that define the stories, history and values of the communities of the region

- establish partnerships that have the capacity to enhance the conservation of heritage items, collections, places and events.

### Types of organisations and services funded in this category include:

- Museums
- Other organisations with a significant local heritage focus

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## Economic Development

**Aim** - Contributing to the development of the New Economy as outlined in the Regional Economic Development Strategy 2013.

**Outcomes**

- Strong economic leadership, collaboration and  identity

- New capital investment in the region

- Investment growth in high-value industries

- Strong local to global connections

- Investment growth in talent and skills

**Category specific criteria**

- Foster strong economic leadership and collaboration by government, business and industry.

- Facilitate the development of the region's high value industries, including promotion of innovation, research and digital participation, and secure and maximise the value of regional economic infrastructure.

- Position the Sunshine Coast in key export markets and develop export ready businesses.

- Attract and retain skilled workforce and develop the "New Economy" regional education and training system.

**Types of organisations funded in this category include:**

- Industry development groups

- Trade groups

- Chambers of Commerce/ Business Councils

- Other relevant formal business groupings.


# Payment

Community Partnership Funding Program funds must be claimed within three months of notification, except where an extension has been granted.

In some instances, there may be specific funding conditions that need to be met before payment can be made.

# Acquittal

All Community Partnership Funding must be acquitted annually by 31 August.  Organisations will not be considered for further funding from Council where previous acquittals conditions have not been met.

# Application

Application forms for the Community Partnership Funding Program are available at
www.sunshinecoast.qld.gov.au/grants and must be submitted online.

# Applicant Support

For further information or help completing online applications, contact Council's Grants Team:

- (07) 5475 7272
- grants@sunshinecoast.qld.gov.au

**Note:** Office hours are 8.15 am – 5.00 pm, Monday to Friday (excluding public holidays).

If you have read the guidelines and do not feel that you meet the requirements of this program, you may still be eligible for the Community Grants Program.  See Council's website for details.

Grant Development Officers can also help you explore other funding opportunities.

If you do not have your own computer, you can access a computer at any of Council's libraries at no cost.

Please let us know if you have difficulty speaking English and we can organise an interpreter to assist you.