

SUBJECT: SPONSORSHIP OF THIRD PARTY PROJECTS AND EVENTS	FILE NO:	FIN/1002
ADOPTED BY COUNCIL ON: June 2008	MINUTE NO:	262.06.08
AMENDED BY COUNCIL ON: 23 September 2010	MINUTE NO:	288.09.10

Introduction

Council supports Community Organisations which might not have the correct status to be eligible to apply for grants.

Objectives

Council wishes to support Community Organisations because of the benefit that the community receives due to their efforts.

Procedure

Council recognises that Community groups and other small not-for-profit organisations can require assistance to complete projects that provide benefits to the community.

Council provides assistance to these Community groups in two forms:

1. Financial assistance through annual "Community Grant" and "Gunn Bequest" funding (advertised annually)
2. Sponsorship/Management/Stewardship of projects.

Council also recognises that Government agencies and departments regularly require applications for funding assistance from community groups and other organisations to be sponsored by an incorporated body such as Council.

It is accepted that Council has the ability to:

1. Manage projects/events within budgetary and administrative guidelines.
2. Receive and manage funds and process same within the constraints of the "New Tax System"

To reduce the potential for future difficulties with administration of grant submissions and to ensure that any financial risk to Council is minimized, all projects (valued at over \$1,000) must be submitted to the Finance Manager (or his nominee) for review at least three weeks prior to the closure date for the grant application.

Where the requirement for pre-submission budget approval is not met, Council reserves the right to reject sponsorship entirely, or may seek a written undertaking that any funding shortfalls related to the grant would be met by the organizing body.

Related Legislation, Regulations and Policies

NA

Responsibilities

The responsibility of this policy rests with the General Manager and the Finance Manager.