

## **NARROMINE REGION FACILITIES MAINTENANCE GRANTS**

**APPLICATIONS CLOSE 5PM, FRIDAY, 1 MAY 2020**

The extension of the Drought Communities Programme (the program) will provide total funding of \$301 million over three years from 2018-19 to Eligible Councils to deliver immediate economic stimulus and other benefits to targeted drought-affected regions of Australia.

The program will support local community infrastructure and other drought relief projects for communities who have been impacted by drought. The objectives of the program are to deliver support to targeted drought-affected regions of Australia by funding local community infrastructure and other drought relief projects.

The Drought Communities Programme - Extension provides councils with up to either \$1 million or \$500,000 per announcement for drought relief projects. Funding is available for eligible councils in areas impacted by drought.

Narromine Shire Council has set aside \$200,000 of its allocation for community groups and organisations to apply for funds of up to \$20,000 to undertake capital works projects associated with their organisation.

Examples might include:

- Sports grounds – new fence;
- Club houses – WHS compliant kitchen or disabled toilets;
- Meeting rooms – painting rooms / purchase of furniture.

Funding targets projects that:

- provide work for people whose employment has been impacted by drought
- stimulate local community spending;
- use local resources, businesses and suppliers;
- Provide a long-lasting benefit to communities and the agricultural industries they depend on.

### **Desired outcomes:**

- Increase employment in regions by providing work for locals and/or farmers and farm labourers/staff/contractors whose employment opportunities have been affected by drought;
- Improve levels of economic activity in regions;
- Increase productivity in regions; and
- Enable better retention of businesses, services and facilities.

### **Eligible applicants;**

- Incorporated bodies with a proven governance structure
- Non-incorporated associations

### **Ineligible applicants:**

- Individuals
- Privately owned businesses/ companies

### **Guidelines are as follows:**

- Projects must be completed, project final report and budget returned to Council and funds expended by **30<sup>th</sup> November 2020**.
- Applications up to \$20,000 will be considered.
- Funds are allocated only for the purposes of the project as described in the application and must not be used for any other purpose or transferred or assigned to any other party without the prior approval of the Council.
- Grants **MUST** be matched with a co contribution of 25% of cash or in-kind from the applicant.
- Successful projects will be determined by a Council panel.
- Permission in writing must be sought from the owner in the case of any building works that will require a DA.
- Trades, materials and supplies to be purchased from local Narromine Shire Businesses. Exceptions to this may only be if a supplier / material is not available locally and the grant organisation will need to apply to Narromine Shire Council for the exception.

### **Drought Communities Programme - Extension funding cannot be used for:**

- Payment of salaries for existing staff or contractors, although projects may be carried out by existing workforces;
- Computer software or hardware that is not an integral part of the funded capital project;
- Core or business-as-usual operations, which Council rates and other government funding usually funds;
- Purchases of land, buildings, vehicles or mobile capital equipment (e.g. trucks and earthmoving equipment);
- Expenditure incurred prior to the announcement that the project has been successful in its proposal for funding;
- staging events, exhibiting a display or for filming;
- undertaking studies or investigations; or
- The development of private or commercial ventures, including licensed areas of registered clubs.

### **Grant Assessment Criteria**

- No financial assistance will be given to individuals or privately owned businesses/ companies; organisations must be non-profit;
- Organisations must be based in the Narromine Shire or the funds are to be used on a service or activity for the Narromine Shire;
- The funds are not to be used for social activities for members.

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## Requirements for Successful Applicants

### Tax Invoice

If your group/organisation is successful in their project application, you will be required to provide a Tax Invoice before payment is received. Details of group/organisation's ABN and GST component must also be provided on the Tax Invoice.

**Please Note: Successful applicants do not need to be registered for GST or have an ABN to receive a donation as the donations are classified as untied. However, should your organisation be registered for GST and/or hold an ABN, please complete the relevant information.**

### Disbursement of Grants:

Unless otherwise agreed by Council, Narromine Region Facilities Maintenance Grants will be disbursed in part payments – 50% upfront and 50% at the completion of the project.

### Acquittal & Evaluation:

Groups, organisations or individuals receiving funds from Council must submit to the Council an acquittal and evaluation of the outcomes of the grant on the prescribed form **(Attachment A)** by **30<sup>th</sup> November 2020 or at the conclusion of the project or activity**, whichever falls first.

Information to be provided includes:

- A statement of actual and budgeted expenditure in relation to the grant.
- Copies of supporting documentation such as a summary of receipts, accounts and financial statements.
- A brief statement regarding the success of the project/activity for which the funds were allocated.

Applicants are asked to provide any tangible evidence to support the performance indicators such as photos, press clippings, copies of fliers, newsletters, documents produced etc.

Failure to satisfactorily complete the acquittal and evaluation requirements may disqualify recipients from further grants.

### Return of Unspent Funds

Funds which are unspent at the conclusion of the funding period must be returned to Council within sixty (60) days of the completion of the project, activity or event, or prior to the end of the financial year, whichever occurs first.