

EM5. Elected Members Community Projects Policy

Policy Objective

To provide Elected Members with a framework to support Community Projects, initiatives and activities as per the Elected Members Community Projects annual budget allocation, that is relatively flexible however maintains a level of transparency.

Policy Statement

This policy allows Elected Members to support small projects they see of particular benefit to the Community; as well as articulating the Council's commitment to support the Community by providing small financial assistance to community groups, clubs, organisations, not-for-profit organisations and individuals for worthwhile programs, projects, initiatives and events that meet the Shire's strategic vision. This policy provides a framework for individual Councillors to nominate the project to which they would like to contribute an assigned amount not exceeding more than the allocation as per the current budget.

This policy sits separately from Policy C.5 Community Grants Program.

Criteria for Evaluation

Councillors will need to demonstrate that there is Community benefits demonstrated in supporting the project. In determining whether the activity qualifies for funding support Councillors should consider that the activity has potential to delivers outcomes within the following areas:

- Youth
- Seniors
- Ngadju Mirning Cultural Projects
- Other Culture
- Disability Access and Inclusion
- Community Events
- Sport and Recreation
- Tourism and Area Promotion
- Health and Wellbeing
- Conservation/Environment/ Sustainability

Eligibility

Not-for-profit clubs, groups, organisations and individuals that are providing economic, social, community or environmental services and benefit to the Shire.

Ineligibility

Groups that are ineligible for funding include, local, state and federal government departments, private companies, individuals of private and public schools including employees of these bodies acting on behalf of their employer (excluding relevant community purpose representative bodies such as the P&C).

Request to Council

1. The Councillor will submit the funding request to the Chief Executive Officer using the form **Elected Members Community Projects Submission to Council**

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2. The Chief Executive Officer will prepare a report to Council for inclusion in the Ordinary Meeting of Council Agenda.
3. The Chief Executive Officer will enact the decision of Council following the meeting.

Acquittal

An acquittal report of the donated amount must be provided to the Manager of Finance no later than 30 days after the completion of the activity. This can be done in the following formats:

- A statement from an authorised representative of the organisation confirming, how donated funds has been spent and outcome of the funded event
- Receipts of costs.

Recognition of the Shire

The Shire of Dundas should be promoted and recognized for the support given in all promotional activities.

Policy Reviewed October 2020