



AP5 – DONATIONS POLICY

MANAGEMENT PRACTICE: COMMUNITY FUNDING GUIDELINES

DELEGATION: N/A

OBJECTIVE

Council recognises the valuable input that community groups and charitable organisations deliver to the residents of the Shire of Jerramungup. A wide range of organisations and community groups make requests to Council for contributions and donations which they use to fulfil their objectives and carry out their roles within the community.

This policy coordinates Council's response to community requests for financial support. It ensures that the Shire funding resources are allocated in a way that are transparent, legal and equitable and that funded projects further the aims and objectives of the Shire and represent responsible use of public monies.

POLICY

The aims of the Shire of Jerramungup's Community Funding Scheme are:

1. To encourage the development of services, facilities and events that meet identified community needs;
2. To promote active participation of local residents in community initiatives and the development of skills, knowledge and opportunities;
3. To provide assistance to the community to develop initiatives and services that support the Shire of Jerramungup's own objectives; and
4. To enhance the image of the Shire of Jerramungup within the community.

The following considerations will be undertaken when evaluating an application for a donation from Council:

- a) All applications will first be assessed by the CEO with regards to the assessment criteria for donations.
- b) The CEO will then refer applications that meet the assessment criteria to Council.
- c) Donations will be made at the absolute discretion of Council and may use the assessment criteria when considering an application.
- d) Applicants are to submit their request on the application form provided by Council.

Assessment Criteria

Donations will not be considered where:

- The applicant is a private and/or for-profit organisation or association.
- The applicant is an individual person.
- The application relates to general fundraising.
- The application seeks funding for conventions or conferences.

Priority will be given to:

- Applicants who are a registered not-for-profit organisation and have a visible presence within the Shire of Jerramungup.
- The applicant is a community group based within the Shire of Jerramungup or has significant impact on the residents of the Shire.
- The funds are required for a new initiative or once off event or project.
- The applicant has not received a donation from Council in the past two financial years.
- Where the application is submitted for inclusion in the coming year's budget deliberations.

It should be noted that not all applications will be successful. Funding will be dependent upon Council's budget, whether the application meets the requirements of this Policy and whether Council sees the project as a high priority. Council may partially fund an application.

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| Relevant Legislation: | N/A |
| Related Documents: | Management Practice – Community Funding Guidelines Shire of Jerramungup Donation Application Form |
| Related Local Law: | N/A |
| Related Policies: | FP4 – Sport and Recreation Grants |
| Adopted: | 20 April 2010 OC041012 |
| Last Reviewed: | 17 April 2019 |
| Next Review Date: | 2020 |