

## **Quick Response Grant Guidelines**

### **Program Philosophy**

The Community Grants Program has been developed with a philosophy of partnership, whereby council provides a range of grants to encourage, engage and support individuals and groups in the community to make a positive and ongoing contribution to the City's community wellbeing, economic prosperity, and environmental sustainability.

### **Program Objectives**

The Grants Program is a strategic investment tool, assisting the community to meet and respond to council priorities and vision as outlined in the Strategic Plan and associated strategies. It enables council to contribute to the community by:

- Supporting local communities to build on existing capacity and progress their health and wellbeing
- Supporting local communities to sustainably manage and enhance the natural and built environments of the City
- Supporting local communities to work together for a vibrant, prosperous and sustainable city
- Encouraging engagement and participation in the community

### **Quick Response Grant**

- Does your group, organisation, association need a contribution to a small one-off event, activity or gathering?
- Are you under 21 and have you been selected to represent the State in your chosen field – a sporting competition, conference, exchange or forum?

Rare opportunities sometimes deserve special support and for this reason council provides funding through the Quick Response Grant Program for the following activities:

- Youth Assistance - Support of up to \$250 for young people (Clarence residents aged 21 and under) to participate, compete or officiate at a community, state, national or international level, including sport and youth exchange; and
- General – Projects/Events/Activities - Support of up to \$500 for community groups, not-for-profit and registered charity organisations and incorporated associations for small projects, activities and events that strengthen neighbourhoods, build community resilience and wellbeing education.

An individual applying for a Quick Response Grant must be a permanent resident of Clarence. If the applicant is under 18 years of age, a parent or guardian must also sign the application form.

Not-for profit groups, associations, organisations, clubs are eligible to apply if their project brings significant benefits to the Clarence community.

An application can be submitted at any time during the financial year and grants will be awarded until the budget allocation is spent.

## How to Apply

- Complete and submit the Quick response application form
- Attach a copy of the letter confirming your selection on a sporting team, competition, forum, exchange etc
- Clearly describe your need for assistance and the benefit to you personally and to the community as a whole. There are numerous ways an individual's involvement in professional and/or personal opportunities can benefit the wider community. This might be through sharing new skills with others, introducing new experiences or ideas, developing networks or inspiring others to join and take part.
- Your application must be submitted prior to the commencement of the event. Please allow a minimum of 4 weeks prior to the event or project to ensure sufficient time to process your application.
- There is a limit of one application per financial year.

## Ineligible activities

- Political activities
- Events run solely for commercial profit or personal gain
- Funding for trophies, prizes and awards
- Normal operational cost of the group, organisation, association or club
- Activities, events, projects that have already commenced prior to funding being approved
- School class excursions, camps or trips
- Other eligibility may apply to specific funding

Where a grant application involves the dissemination of cultural information (for example interpretive panels or artworks), council will have final approval or proposed content prior to manufacture or installation.

If you are unsure about your proposed activity or event, please contact the Community Grants Officer.

## Assessment Process

Applications will be assessed upon the benefit to the Clarence community or local resident. All applicants will be notified in writing within 4 weeks to advise if your application has been successful or unsuccessful.

## Terms and Conditions

- Use the grant for the purpose for which the grant was awarded
- Obtain all appropriate permits, approvals, insurance etc. relating too the project/activity/event (if applicable)
- You are obliged to return grant monies to council if the recipient's involvement in the project/activity/event does not eventuate

## Support and Assistance

Application forms and Guidelines can be downloaded from council's website [www.ccc.tas.gov.au](http://www.ccc.tas.gov.au), or available to pick up at the council's offices or you can request a copy to be posted to you.

If you have any further questions, please contact the Community Grants Officer by:

- Phone: 6217 9773
- Email: [grants@ccc.tas.gov.au](mailto:grants@ccc.tas.gov.au)
- Mail: Community Grants Officer, PO Box 96, Rosny Park TAS 7018