



COMMUNITY ASSISTANCE SCHEME POLICY

POLICY NUMBER: CS-AL-009

PURPOSE

This policy provides guidance to City officers and Council in the application of the Community Assistance Scheme.

SCOPE

This policy applies to all applications for Community Assistance Scheme funding.

DEFINITIONS

City means the City of Kalgoorlie-Boulder.

CEO means the Chief Executive Officer of the City.

Community Assistance Scheme means the City's scheme to provide financial support for not-for-profit organisations and community groups within Kalgoorlie-Boulder, comprising:

1. Community Grant Program; and
2. Annual Grant Program.

Council means the body of elected members that governs the City.

POLICY STATEMENT

The City is committed to providing financial support to eligible not-for-profit organisations and community groups within Kalgoorlie-Boulder to undertake projects and activities that strengthen and enhance the social well-being, development and sustainability of the Kalgoorlie-Boulder community.

POLICY DETAILS

1. Community Assistance Scheme

- a. The Community Assistance Scheme is inclusive of the:
 - i. Community Grant Program; and



- ii. Annual Grant Program.
- b. An application made under this policy must be provided using the form found on the City’s website.

2. Community Grant Program

- a. In its annual budget, Council will allocate funding for the Community Grant Program to be applied by City officers in the relevant budget year.
- b. The Community Grant Program consists of four (4) categories:
 - Major grants: over \$10,000, approved by Council;
 - Minor grants: under \$10,000, approved by Director – Community Development;
 - Outstanding Individual Grants: up to \$500 for intrastate travel, \$750 for interstate travel and \$1,000 for overseas travel. (Association application for multiple participants may be eligible for up to \$5,000. The value will be determined with the following scale.

Intrastate travel per association	Up to the value of \$5,000 with the maximum allocation of \$500 per participant.
Interstate travel per association	Up to the value of \$5,000 with the maximum allocation of \$750 per participant.
Overseas travel per association	Up to the value of \$5,000 with the maximum allocation of \$1,000 per participant.

- Waiver of hire fees for City venues.
- c. In its annual budget, Council will allocate funding for the Community Grant Program to be administered by City officers throughout the relevant budget year.
- d. Applications for the Community Grant Program can be made by eligible applicants at any time and will be administered by City officers with available funding distributed across the financial year.
- e. An application may be declined due to:
 - i. grant funds having been depleted;
 - ii. applicants not meeting the eligibility criteria; or
 - iii. is an organisation that is ineligible for funding.



3. Annual Grant Program

- a. In its annual budget, Council will allocate funding for the Annual Grant Program to be administered by City officers throughout the relevant budget year.
- b. The Annual Grant Program application period will be from the second Monday in February and close on the last Friday in April.
- c. Applications will be administered by City officers using criteria set out in clause 3(d) of this policy, with recommendations referred to Council and final decisions (regarding success of application and amount to be allocated) made by Council as part of the budget adoption process.
- d. The allocation of the Annual Grant Program funding will be determined by:
 - Applications that meet the Annual Grant Guidelines available on the City's website;
 - Alignment with the City's Strategic Community Plan; and
 - The City's financial capacity.

4. Guidelines

The City will from time to time develop, maintain and implement guidelines with respect to the implementation of this policy.

5. Reserved rights of the City

- a. The City and Council reserve the right to not support applications made under this policy.
- b. An applicant who has or is reasonably suspected to have canvassed Councillors may have their application rejected. Failure to satisfactorily complete the evaluation and acquittal requirements will disqualify recipients from further grants or financial assistance from the City.

COMPLIANCE REQUIREMENTS

Not applicable

RELEVANT DOCUMENTS

CAS Guidelines

CAS Grant Application Form



Outstanding Individual Grant Guidelines

Outstanding Individual Grant Application Form

DOCUMENT CONTROL		
Responsible department	Community Development	
Date adopted by Council	27 March 2023	Resolution number: 14.2.1
Date of last review	27 March 2023	Policy reviewed and amended n/a
Date of next review	March 2025	