

Grants Program Policy

Responsible Division	Community Services
Responsible Business Unit	Community Development
Responsible Officer	Manager Community Development
Affected Business Units	Community Development Property and Economic Development Corporate and Strategy Project Services Sustainability, Environment and Waste
ECM Document Set ID	4329447

Purpose

The City of Bayswater Grants Program Policy aims to provide financial funding to:

1. An incorporated not-for-profit organisation/association or an auspice organisation or individual for a specific project which results in a defined community benefit. For example, inclusive of a social, sporting, cultural, environmental and/or charitable group context;
2. An individual (resident) to support a specified activity must be based in City of Bayswater or primarily benefit residents and/or community of the City.;
3. Business or Community Groups for place activation initiatives that contribute to broader physical character, amenity or activation of a town centre or business located in the City of Bayswater boundaries; and/or

Businesses that offer to deliver community events within the City of Bayswater boundaries that benefit residents and/or community of the City.

This Policy aims to establish best-practice grant-making that aligns with Council's vision and goals.

The following principles provide a framework for the design of the City of Bayswater Grants Program:

- **Capacity building** - To provide an opportunity to build the skills, networks and competency amongst individuals and organisations within the City of Bayswater. This includes the development of partnerships and collaborations which will ultimately provide sustainable projects and activities within the City of Bayswater.
- **Access and equity** - To support projects and programs representing a broad range of interests and needs within the community which align to; the Access and Inclusion Plan, Reconciliation Action Plan. Local Homelessness Plan, Youth Action Plan and Age Friendly Strategy; and any other relevant City plans.
- **Governance and accountability** - To have effective and efficient grant making processes proportional to the amount of funding being applied for, and the type of project being funded. Application and acquittal requirements are relative to the size of the grant provided.

- **Probity and transparency** - To follow a clearly outlined process to assess applications according to set funding criteria. Conflicts of interest are declared and addressed throughout an assessment process.
- **Value for money** - To seek to support grants that demonstrate good value for the amount of money or level of funding that has been requested. Projects and activities should not duplicate already existing services. Funding is subject to an annual budget approval process.

Scope

This Policy intends to strategically guide the implementation of the Bayswater Grant Program which will be underpinned by a management practice for each grant funding stream that will address; purpose, scope, eligibility, assessment, funding conditions, grant conditions, marketing and promotion and review.

Definitions

For the purpose of this Policy —

Acquittal means accurately reporting on the funded activities, including all expenditure of the grant.

Auspice organisation means an incorporated organisation that applies for a grant on behalf of an unincorporated organisation, group or individual. The auspice organisation is responsible for the financial management of the grant. An auspice agreement is a legally binding contract which sets out the legal obligations of both organisations toward each other and in relation to any specific funding of other agreements.

Donation means an arrangement where a financial contribution is provided to support a specified activity to an eligible party.

Incorporated Association means an incorporated association or club is able to pursue its objects and purposes by applying for grants, opening bank accounts and holding property in its own name, while limiting the exposure of its members to personal legal liability. For example, but not limited to, a social, sporting, cultural, environmental or charitable group.

An incorporated association can:

- (a) Open bank accounts
- (b) Apply for grants
- (c) Employ staff

Public Liability Insurance means insurance that protects a community organisation against its legal liability to pay:

- Compensation to third parties;
- Property damage that may occur as a result of the community organisations activities; and
- The legal costs that a community organisation may have if it needs to defend bodily injury and property damage claims made against it.

Not-for-profit organisation means an organisation registered with the Australian Charities and Not-For-Profits Commission.

Policy Statement

The City of Bayswater Grants Program is responsive to contributing towards building a strong and inclusive community, support vibrant town centres and make the City a connected, accessible and welcoming destination.

The City of Bayswater Grants Program funding streams are summarised below:

No.	Funding Stream	Summary	No. of Rounds per Financial Year
1	Better Bayswater Grant*	Projects or programs that increase the capacity of organisations to improve community wellbeing (alignment with the City's Access and Inclusion Plan, Reconciliation Action Plan, Local Homelessness Strategy, Youth Action Plan, Age Friendly Strategy and any other relevant plans).	2
2	Community/Town Centre Events Grant*	Events that are open to the public and encourage increased activation and connection within the City of Bayswater area. Events and activities which attract people to the City of Bayswater town/activity centres.	Open all year round
3	Donations	<u>Individuals:</u> To support local residents who reside in the City aged between 12 and 25 years selected from their State sporting association or national body with travel or accommodation costs to participate at the local, national or international level. <u>Community groups:</u> To support groups, local schools, clubs or not-for-profit organisations to deliver new services and resources that increase community participation or wellbeing.	Open all year round
4	Community Capital Requests**	To support established community not-for-profit organisations based and operating within the City of Bayswater to improve facilities and infrastructure.	1
5	Heritage Fund*	To assist with the maintenance, conservation and improvement of heritage buildings contained within the City's Heritage List for residential or non-residential properties.	Open all year round
7	Placemaking Grants*	Business and community-led place activation initiatives that contribute to broader physical character, amenity or activation of a town centre or business located in the City.	1
8	Waterwise Verge Garden	A rebate for residents to create their own native verge plantings to support the Water Corporation's 'Waterwise Greening Scheme.'	1
9	Cloth Nappy Rebate*	The City offers a Cloth Nappy Rebate, with a 50 per cent rebate of up to \$100 for the purchase of modern cloth nappies.	Open all year round
10	Catio Rebate	The City's rebate program provides up to \$500 to support residents to install outdoor enclosed areas for their cats. The aim of the program is to promote cat safety within the City, as well as protect our native biodiversity.	1

Note: * The funding eligibility requirement is matched funding.

Related Legislation

- *Local Government Act 1995 (WA);*
- *State Records Act 2000; and*
- *Freedom of Information Act 1992.*

Related Documentation

- *City of Bayswater Policy Framework;*
- *City of Bayswater Strategic Community Plan;*
- *Delegations Register;*
- *Access and Inclusion Plan;*
- *Reconciliation Action Plan;*
- *Local Homelessness Strategy;*
- *Youth Action Plan;*
- *Age Friendly Strategy;*
- *Community Recreation Plan;*
- *Town Centre Place Plans;*
- *Business Booster Guidelines;*
- *Play Space Strategy;*
- *Heritage Fund Policy (2008);*
- *Major Town Centre Events Policy (2012);*
- *Community Facility Lease and License Policy; and*
- *Sponsorship of Assets, Services and Activities Policy.*

Document details

Relevant delegations Simple Majority required.

Risk evaluation Low

Strategic link In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C1: Create safe and inviting places for people to come together.

Goal C2: Celebrate multiculturalism, arts and culture by supporting local events and initiatives

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community

Goal C4: Empower the community by helping them develop social connections.

Theme: Environment and Liveability

Goal E5: Protect and enhance the City's natural environment and biodiversity and encourage the community to participate in its protection.

Theme: Vibrancy

Goal V3 Activate the City's town and neighbourhood centres.

Goal V4 Support businesses across the City to grow and thrive

Council adoption	28 June 2022	Resolution	10.6.1.3
Reviewed/modified	28 January 2025	Resolution	10.5.1.3
Next review due	28 January 2029		