

	COUNCIL POLICY	
	In-kind Assistance Policy	
	POLICY NO	105
	DEPARTMENT	Community and Client Services
	PROGRAM	Community Lifestyle
	ENDORSED BY COUNCIL	27 May 2020 Resolution ORD-2020.94

1.0 Scope

This policy details the scope of In-kind Assistance available to not for profit community groups.

2.0 Purpose

The purpose of the Mackay Regional Council (MRC) Inkind Assistance Program is to provide access to MRC's physical resources in order to support local community groups/organisations that make positive contributions to the quality of life in the local government area.

3.0 Reference

- *Local Government Act 2009*
- Community Grants Policy

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Council shall mean the Mayor and Councillors of Mackay Regional Council.

In-kind assistance shall mean the provision of cost neutral resources, readily available within Mackay Regional Council, at no cost to a community organisation.

MRC shall mean Mackay Regional Council.

5.0 Background

Free or subsidised use of MRC's organisational resources is recognised as a direct subsidy to a group/organisation and treated with similar equity and accountability requirements as those applicable to applicants for other Council grants.

Human Rights have been considered when preparing this Policy.

6.0 Policy Statement

6.1 Eligibility

Organisations must:

- be located within the MRC area;
- have the majority of their members residing in the Mackay region;
- be a nonprofit group/organisation **or** the particular event is a charitable or community event;
- provide a community benefit to the residents of the MRC area.

Examples of Inkind Assistance which may be considered include:

- loan of road closure signage for community events;
- loan of barrier mesh;
- erection of street banners;
- provision of waste and recycling bins.

6.2 Application Process

All applications must be made on the online Inkind Assistance Request Form, found on the MRC website, and submitted to MRC a minimum of 4 weeks prior to the start date of event/activity.

The Manager Community Lifestyle has the authority to:

- (a) reject applications of any value;
- (b) refer applicants to the grants program, where appropriate; and
- (c) approve applications up to \$2,000.00.

Requests valued in excess of \$2,000.00, which are recommended for approval, will require the following approval:-

- from \$2,000.00 to \$5,000.00 approval required from the CEO;
- above \$5,000.00 requires Council endorsement.

6.3 Exclusions

Refunds and or waiver of MRC fees and charges will not be considered through this program apart from minor fees for venue or park's hire or waste disposal up to a maximum value of \$250.

Other requests for assistance with MRC Fees and Charges should be directed to the Community Grant program.

7.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	Review of Policy	Council policy to Administrative policy	Endorsed	23/11/2016
2	Review of Policy	Review amendments	Endorsed by Council	27.05.2020