

COMMUNITY IMPACT GRANT GUIDELINES

MACKAY REGIONAL COUNCIL



GRANT PROGRAM OVERVIEW

The aim of the Mackay Regional Council's Community Impact Grant program is to assist local community groups/organisations that contribute positively to the quality of life in the local government area.

OBJECTIVES

- ▶ Support local organisations to implement projects that engage or connect residents.
- ▶ Fund projects that build Capacity or contribute to a Safe, Creative, Inclusive, Cultural, Healthy, and Connected community.

GRANT DETAILS

- ▶ **Maximum Grant Amount:** \$10,000 (excluding GST)
- ▶ **Project refers to:** An event, training program, activity, or placemaking initiative
- ▶ **Application Deadlines:** First Sunday of September and March each financial year.

TIPS ON APPLYING

If you need additional support with your application, please contact the Community Programs team on 4961 9434.

Thoroughly read the eligibility criteria on the following page.

Councils budget and priorities limit the level of assistance. Funding is not guaranteed and applications that align with council's guidelines and requirements will score higher.

Partial funding may be offered due to budget limitations.

INCOMPLETE APPLICATIONS

Ensure all sections of the application form are completed. Incomplete applications cannot be submitted.

CLOSING DATES

Applications must be submitted by 11.59pm on the first Sunday of September and March. Notifications will be sent within two months of the closing date.



BUDGET REQUIREMENTS

A detailed budget is required as per the budget template in the application. Include quotes in line with the relevant amounts below.

- ▶ **Items under \$1500:** One quote required.
- ▶ **Items \$1500 - \$10,000:** Two quotes required.
- ▶ **Preference:** Local suppliers where possible and cost effective.

GRANT PRIORITIES

Applications must align with one of the following priorities:

Safe: a community that is vibrant and liveable and embraces our unique identity. Examples of projects: community-led arts events or programs, placemaking activities, sector development opportunities.

Creative: a community that is vibrant and liveable and embraces our unique identity. Examples of projects: community-led arts events or programs, placemaking activities/activations, sector development opportunities.

Inclusive: a community where everyone is able to actively participate in and contribute. Examples of projects: multicultural programs and events, creating welcoming and safe spaces, fostering meaningful connections and placemaking activations.

Cultural: a community that celebrates its unique cultural identity. Examples of projects: culture sharing through events and activities, cultural heritage projects, cultural awareness activities.

Healthy: a community that promotes all aspects of health including physical, emotional, spiritual or environmental. Examples of projects: public health initiatives, education and awareness, health and wellbeing support groups.



Capacity building: supporting organisations to strengthen their capacity/capability to deliver community projects/outcomes.

ELIGIBILITY CRITERIA

- Located within and servicing the Mackay Regional Council community.
- Be an incorporated association with not-for-profit status or auspiced by an eligible organisation.
- Be free of debt with Mackay Regional Council.
- Have acquitted any previous Mackay Regional Council grant satisfactorily.
- Not have received grant funding from council for the same project in successive years.
- Submit a detailed budget as per the budget page of the application.
- Submit the organisation's (or sponsoring organisation's) most current financial statement or latest treasurer's report.

INELIGIBLE ITEMS/ORGANISATIONS

- Applications from clubs or organisations that have a Gaming Machine Licence.
- Ongoing salaries/wages for staff.
- Recurrent costs associated with day-to-day operations of the organisation.
- Retrospective funding.
- Items/programs that are the core business of a Government Department.
- Business/commercial ventures.
- Projects that do not benefit the Mackay Regional Council community.

ASSESSMENT CRITERIA

Each application is assessed based on:

- **60%:** How does your project align to the following priority areas (respond to the **one** that best fits your project).
 - ▶ Safe
 - ▶ Creative
 - ▶ Inclusive
 - ▶ Cultural
 - ▶ Healthy
 - ▶ Capacity Building
- **20%:** Demonstrate the capability of your organisation to plan, manage and deliver the project (eg list any previous projects your group has delivered).
- **20%:** Demonstrate how your organisation is contributing to the delivery of your project (Inkind).

WHAT HAPPENS NEXT

Applications are assessed against the assessment criteria by the Mackay Regional Council's grant panel before being submitted for approval by the Director Community Services. Applicants will be notified as to the success or otherwise of their application.

Grant recipients will be required to:

- Acknowledge council's contribution in any publications or publicity material associated with the funded activities.
- Advise council of any media opportunities that promote your project and invite council representatives to participate where appropriate.
- Where funding is provided for an event that has an admission charge, councils' Community Events and Equitable Access Guidelines and Equitable Access Checklist must be applied. (See over page)
- Contact the Community Programs team if there is any change to the project for which the funds were granted.
- Complete an acquittal form within four (4) weeks of the grant monies being spent. The form can be accessed via your Smarty Grants login, then clicking on 'My Submissions'.

CONTACT INFORMATION

For further assistance and to discuss your application, please contact the Community Programs team – Phone: 4961 9434

Note: Always ensure your application aligns with the latest guidelines and requirements. Contact the Community Programs team for any clarifications or assistance.

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