



CLONCURRY SHIRE COUNCIL
GRANT PROGRAM - GUIDELINES
HOW TO APPLY FOR A GRANT

The aim of Cloncurry Shire Council’s Grant Program is to provide assistance to local community groups or organisations that make a positive contribution to the quality of life in the local area.

Applications may be submitted under the following categories to the maximum amount indicated. Please note that the level of assistance available is limited by Council’s budget allocation and its priorities. No applicant can be guaranteed funding nor can any applicant be guaranteed to receive the full amount requested.

Category	Maximum (cash or in kind)
Community Activities/Events Development	\$5,000
Community Activities/Events Development Eg Curry Merry Muster Festival, Stockman’s Challenge and Campdraft, Cloncurry and District Show	>\$5000
Sport and Recreation Development	\$5,000
Community Cultural Development	\$5,000
Activities contributing to the economic vitality of Cloncurry	\$5,000
Small Equipment	\$1,000
NEW Bursary (State)	\$250
NEW Bursary (National)	\$500

Before completing your application form, please read the information contained in these Guidelines.

Lodging your application	All applications must be addressed to: Chief Executive Officer Cloncurry Shire Council PO Box 3 CLONCURRY Qld. 4824
Incomplete Applications	Please ensure that all sections of the application form have been completed as incomplete applications are unable to be



	assessed and will be returned to the applicant.
Budget	Please include financial details as per the budget template for the proposed project or activity
Grant categories Community Activities/Events Development	Grants are offered under this category to assist organisations with the planning and development of local community events that will assist in building community capacity and promoting community cohesion. If your event is an annual event to raise money for charity, it is expected that sufficient funds would be retained to cover expenses for the following year
Sport and Recreation Development	A grant under this category is for the support of community-based sporting organisations/associations in the development of sport and recreation projects and activities for residents in the Cloncurry region. Capital purchases deemed necessary for the development, support or administration of the proposed sporting activity may also be submitted under this category
Community Cultural Development	The aim of the Community Cultural Development Grant is to develop the capacity of local groups to broaden the opportunities that may be available to participate in cultural activities
Activities contributing to the economic viability of Cloncurry	This category is to encourage activities, other than those in previous categories that can be seen to be contributing to the economic viability of the area. An example could be a contribution towards a one-off event that attracts a high number of visitors to the area.
Small Equipment	The small equipment category is to provide financial assistance for the purchase of equipment which will support the development of the organisation or its volunteers. The grant may cover such items as computers, office equipment or kitchen appliances etc.
Bursaries	A financial contribution towards travel and associated costs related to representing Cloncurry Shire at a State (or above)



	level in their chosen sport/activity.
Eligibility Criteria	<p>Eligibility will apply if the organisation or member:</p> <ul style="list-style-type: none"> • Resides in the Cloncurry Shire area • Operates within the Cloncurry Shire area • Has acquitted any previous Cloncurry Shire Council grant satisfactorily • Is a properly constructed, not-for-profit organisation or be sponsored by an incorporated organisation • Uses the grant for a purpose that Council considers to be in the best public interest
Ineligible items or organisations	<p>The following will NOT be considered for funding:</p> <ul style="list-style-type: none"> • Ongoing salaries/wages for staff (a position created for the length of the project may be considered) • Recurrent costs associated with day-to-day operations • Retrospective funding • Items or programs that are considered to be core business of a Government Department • Business/Commercial ventures • Projects that do not benefit Cloncurry Shire.
Selection Criteria	<p>Each application (excluding bursary applications) will be assessed against the following criteria:</p> <ol style="list-style-type: none"> (50%) The project provides a direct or indirect benefit, including social and economic, for the community (25%) Demonstrates that attempts have been made to raise funds from other sources (25%) The applicant organisation is contributing a minimum 25% of the financial cost (cash and or in-kind) of the project
What happens next?	<ul style="list-style-type: none"> • Applications are assessed against the selection criteria then submitted to Council for approval. • Applicants will be notified by mail as to the success or otherwise of their application. Grant recipients will be



	<p>required to:</p> <ul style="list-style-type: none"> • Sign a Confirmation of Acceptance form prior to receiving any funds. This form will detail acquittal requirements for the grant. <p>(Future applications will not be considered until acquittal requirements have been met).</p> <ul style="list-style-type: none"> • Acknowledge Council’s contribution in any publications or publicity material associated with the funded activities • Advise Council of any media opportunities that promote the project or activities and invite Council representatives to participate where appropriate • Contact the Community Development Department if there are to be any changes to the project or program for which funds were granted
--	--

<ul style="list-style-type: none"> • The Application Form 	<ul style="list-style-type: none"> • There is one application form that can be used for all grant categories (excluding bursary applications). All applications should be typed or neatly handwritten on the form provided or completed on an online form. • Applicants will be notified of the success or otherwise of their application.
---	--

<p>For further information</p>	<p>Cloncurry Shire Council 38-46 Daintree Street Cloncurry Qld 4824</p> <p>Telephone: 4742 4100 Email: council@cloncurry.qld.gov.au Website: Cloncurry.qld.gov.au</p>
---------------------------------------	---