

Livingstone Shire Community Grant Scheme Guidelines

Round 2 23/24 (February 2024)

Funding Details:

The Livingstone Community Grants provides funding to community groups and sporting clubs to deliver innovative projects and programmes that respond to local community needs. The current round provides up to **\$5,000** each for not-for-profit community groups and sporting clubs.

Applicants must meet the eligibility criteria and be operating out of the Livingstone Shire Council's Local Government Area providing programmes or activities that benefit residents, and improve overall community well-being.

If you are interested in applying and would like to discuss the suitability of your project or programme, or require assistance with your application, the Community Development & Sports and Recreation Team are available and can be contacted on LCG@livingstone.qld.gov.au

Eligibility criteria:

- Applicant organisations primary operation is within Livingstone Shire.
- Applicant organisations primary objectives provide a benefit to communities within Livingstone Shire.
- Applicant organisations sole not-for-profit status is established and maintained.
- Applicant organisations must be properly constituted, incorporated, or sponsored by an incorporated organisation.
- Applicant organisations must hold appropriate public liability cover (minimum \$20 million).
- Applicant organisations have no outstanding matters before Livingstone Shire Council.

Applications will be ineligible where/if:

- The applicant organisation does not meet the eligibility criteria.
- The applicant organisation received funding through the Livingstone Community Grants round immediately before the current round.
- The application form is not completed in full.
- The applicant groups is a government agency, a for-profit organisation, an individual, a political organisation, or a TAFE, university or college.

Ineligible initiatives:

- Ongoing or current maintenance, salaries, or standard costs associated with the operation of the organisation.
- Initiatives that have already commenced or have been completed.
- Initiatives that will be delivered (part or in full) outside Livingstone Shire.
- Initiatives that support political or discriminatory ideologies or practices.
- Initiatives that contravene laws and regulations set by Government agencies.
- Initiatives that are eligible under the following alternative funding programmes: a) [Rates Rebates and Remission Policy](#); b) [Regional Arts Development Fund](#); c) [Event Sponsorship Programme](#); d) [In-Kind Support Programme](#) and/or e) [Mayors Discretionary Fund](#).

Key dates:

- Grants open: Monday 12 February 2024
- Community Grants Information Session: Thursday 15 February 2024
- Grants close: Friday 8 March 2024
- Successful applicants notified: Wednesday 22 May 2024
- Presentation evening: Thursday 30 May 2024
- Grant to be acquitted: 31 December 2024

Assessment criteria:

Eligible applications will be evaluated in accordance with the following criteria:

1. Evidence that confirms the initiative budget, detailing requested funding amount, associated quotations, and (if required) applicant contribution.
2. Evidence that demonstrates the initiative can be delivered within the required timeframe.
3. Evidence that identifies the need for the initiative in the community.
4. Evidence that demonstrates the initiative will address identified need.
5. Evidence that clarifies alignment of the initiative to one or more strategies in The Livingstone Community Plan: Towards 2050 (available to view [here](#)).
6. Evidence that confirms the number of participants/community members who will benefit from the delivery of the initiative.
7. Evidence that details the initiatives potential to attract visitors to, or growth of the Shire.
8. Evidence that demonstrates the initiative will support and enhance community wellbeing and liveability through building capacity and resilience of the applicant.

Definitions

Initiative	An eligible activity, item/equipment, project, or program.
Incorporated	A community organisation legally a corporation under the: <ul style="list-style-type: none"> - Associations Incorporations Act 1981 (QLD) - Corporations Act 2001 - Cooperatives Act 1997 (QLD) - Corporations (Aboriginal) and Torres Strait Islander Act 2006.
Sponsoring body	An incorporated community organisation that is sponsoring an application, where the applicant is a non-incorporated community organisation.
Government agency	A local, state, or federal government department, agency, or body.
Capacity building	An improvement in the organisations ability to develop and deliver its aims, objectives and goals.
Resilience	The organisations preparedness and ability to respond to and manage unplanned or unexpected circumstances.

Goods and Services Tax and Australian Business Number

Depending on the applicant's status with the Australian Tax Office, funding from the Livingstone Community Grants may attract a goods and services tax. Community organisations applying for funding are therefore required to declare whether or not they are goods and services tax registered and provide an Australian Business Number.

How do I maximize my chance of success?

- Ensure that you are an eligible applicant.
- Complete the Online [Application Form](#).
- Provide detailed descriptions where required; ensure the budget component is completed in full and total income is the same as total expenditure; and include copies of current **quotes**, your **Certificate of Incorporation** and proof of **Public Liability Insurance**.
- Seek assistance with your application by contacting the Community Development & Sports and Recreation Team on 4913 5000 or LCG@livingstone.qld.gov.au.