

COMMUNITY PROJECT FUND



Livingstone Shire Council and Bendigo Community Bank Community Project Fund provides funding to community groups and sporting clubs to deliver innovative projects and programs that respond to local community needs.

Grants provide up to \$5,000 each for eligible not-for-profit community groups and sporting clubs.

Applicants must meet the eligibility criteria and be operating within Livingstone Shire Council's Local Government area providing programs or activities that benefit residents and improve overall community wellbeing.

If you are interested in applying and would like to discuss the suitability of your project or program, or require assistance with your application, Council's Community Development and Events Team are available and can be contacted via email LCG@livingstone.qld.gov.au



ELIGIBILITY CRITERIA

- Applicant organisation operates primarily 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 be 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

INELIGIBLE APPLICATIONS

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 applicant group has outstanding matters with Council (including previous funding through the Community Grants Scheme which has not been acquitted, outstanding licence fees etc.).
- 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.

GUIDELINES



COMMUNITY PROJECT FUND GUIDELINES

INELIGIBLE INITIATIVES

- Ongoing or current maintenance, salaries, travel/accommodation costs, 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 programs:

o Regional Arts Development Fund

o Community Events Fund

o Rates, Rebates and Remission Policy



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 of the 'intended outcomes' in The Livingstone Community Plan 2030
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.



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 submitting an application for funding are therefore required to declare whether or not they are goods and services tax registered and provide an Australian Business Number.



COMMUNITY PROJECT FUND GUIDELINES

MAXIMISE SUCCESS

- Ensure that you are an eligible applicant
- Complete the online application form via Smarty Grants
- Provide detailed descriptions where required
- Ensure the budget component is completed in full and total income is the same as total expenditure
- Include copies of current quotes, your Certificate of Incorporation and proof of Public Liability Insurance.
- Seek assistance with your application by contacting Council's Community Development and Events Team on 1300 790 919 or via email LCG@livingstone.qld.gov.au

DEFINITIONS

- **Initiative** - An eligible activity, item/equipment, project, or program
- **Incorporated** - A community organisation legally a corporation under the:
 - Associations Incorporations Act 1981 (QLD)
 - Corporations Act 2001
 - Cooperatives Act 1997 (QLD), or
 - 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.

