

# DISTRICT COUNCIL OF LOWER EYRE PENINSULA

## Small Sponsorships and Donations

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“Working with our Rural & Coastal Communities”



# FIN-POL-10 – SMALL SPONSORSHIPS & DONATIONS

Version No:	1.1
Issued:	July 2019
Next Review:	July 2022

Responsibility:	Corporate Services
Minutes reference:	C201 (1)
Applicable Legislation:	Local Government (Financial Management) Regulations
Related Policies/Procedures/Codes:	FIN-POL-02 – Loans to sporting bodies & community groups
Review Frequency:	Following Local Government Elections

## 1. INTRODUCTION

The District Council of Lower Eyre Peninsula recognises the public benefit in community events or initiatives undertaken by organisations in and around Council’s boundary.

Council will endeavour to offer small sponsorships and donations to community groups and / or organisations seeking to undertake events and initiatives that are designed to stimulate a range of community, cultural and economic benefits to the District Council of Lower Eyre Peninsula community.

## 2. POLICY OBJECTIVES

The small sponsorships and donations policy aims to:

- stimulate community development through support of cultural and community projects, events and activities occurring within the District Council of Lower Eyre Peninsula boundaries;
- foster or provide new services, initiatives and resources within the District Council of Lower Eyre Peninsula’s boundaries which address the needs of the local community;
- create opportunities which develop the knowledge, skills and confidence of community members within the District Council of Lower Eyre Peninsula’s boundaries;
- encourage increased participation in local community and cultural activities within the District Council of Lower Eyre Peninsula’s boundaries, building a greater sense of community connection and pride;
- Increase visitation and/or visitor expenditure within the District Council of Lower Eyre Peninsula region.

## 3. ELIGIBILITY, CRITERIA AND EXCLUSIONS

Council will consider a budget allocation for small donations as part of the annual budget process.

Should an allocation be made by Council in its budget, sponsorships and donations will be considered up to a maximum of \$1,000 for each application with an application assessed upon the criteria outlined within this policy and with consideration of the budget remaining available to Council.

Once the budget allocation provided in the Council budget for any particular year has been expended, no further donations will be considered.



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## 3.1 General Eligibility

To be eligible for Council funding, a community group or organisation must:

- be undertaking a project, program, activity or event that will directly benefit the residents of the District Council of Lower Eyre Peninsula (as outlined in section 2 of this policy);
- be a community not-for-profit group or organisation; and
- have satisfactorily acquitted any previous funding received from the District Council of Lower Eyre Peninsula and have no outstanding reporting requirements; and
- have a current registered Australian Business Number (ABN).

## 3.2 General Exclusions (Ineligibility)

The District Council of Lower Eyre Peninsula does not provide small sponsorships or donations for:

- individuals
- projects that duplicate existing services or programs;
- projects that would rely on recurrent funding from the District Council of Lower Eyre Peninsula;
- projects that directly contravene any existing Council policy;
- general donations to charities;
- on-going operational costs;
- works to be undertaken on Council land or reserves as this work should be referred to the Community reserves and capital grants programs;
- retrospective projects or programs, or for budget deficits of existing projects or programs.

Generally, the District Council of Lower Eyre Peninsula will not accept applications from:

- commercial organisations operating on an expected profit basis, unless there is a significant evidenced based benefit to the community within the District Council of Lower Eyre Peninsula;
- previous grant recipients who have not fulfilled the conditions of their particular grant;
- non-conforming applications (where applicants have not signed the application, or not provided all of the required supporting documentation);
- applications for funding that is considered to be the responsibility of the State or Federal Government.



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### 3. APPLICATIONS

Applications must:

- be on the Small Sponsorships and Donations Application Form
- be received at least four weeks before the activity or purpose is to commence

### 4. ACQUITTAL

Evidence must be provided of the donation / sponsorship being used for the intended purpose

Recipients must acknowledge Council’s sponsorship or donation publically and evidence of doing so be provided to Council (including social media platforms, articles in newspapers / blogs etc, signage and so on.

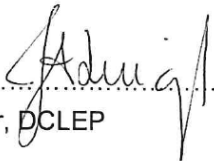
### 5. DETERMINATIONS

All small sponsorship and donation applications will be assessed by Council at the next available ordinary Council meeting. Applicants will be advised of Council’s determination following the Council meeting with the decision of Council being final.

SIGNED:  .....

CEO

Date: 19 / 07 / 2019

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Mayor, DCLEP

Date: 19 / 07 / 2019

DOCUMENT HISTORY		
Version:	Issue Date:	Description of Change:
1.0	Dec 2017	Adopted
1.1	19/07/2019	Adopted with the inclusion of a section requiring acquittal / promotion of Council's sponsorship / donation.