

COVID19 Operational Support Grant



Guidelines and Criteria

Introduction

This fund aims to fulfil community need by providing a non-recurrent funding program to minimise the effect of the COVID-19 Pandemic on the capacity of community groups to continue to operate in the community.

We understand that 2020 has posed many challenges and that there are circumstances where some community groups may need some financial assistance to continue servicing their community. Council is committed to helping our region recover from COVID19 by working alongside communities and by supporting and building the capacity of communities and organisations.

Overview

The Covid19 Operational Support Grant is a non-recurrent funding program open to Wellington Shire Council not-for-profit community groups and organisations to assist in meeting operational costs where usual activities have been impacted for the period of January 2020 to December 2020 placing the survival of their organisation at risk due to becoming unfinancial.

Wellington Shire Council has allocated \$50,000 to the Community Operational Support Grant Program. Applicants may apply for up to \$1,000. Applications will remain open until funds are expended or until 30th June 2021, whichever is earlier.

Funding Available For	Funding Amount
<ul style="list-style-type: none">• Operational expenses incurred during COVID-19 (January 2020 – December 2020) including:<ul style="list-style-type: none">○ Utility and internet costs○ Office expenses○ Computer software○ Insurance○ Subscription to grant newsletters: Philanthropy Australia or Funding Scoop etc○ Subscription or membership fees to peak bodies or professional affiliations• Covid safe practice requirements associated with reactivation of the group including:<ul style="list-style-type: none">○ Sanitiser and hygiene consumables○ Cleaning products○ Signage	Up to \$1,000

What will not be funded?

Funding cannot be used for the following;

- Scholarships and awards.
- Organisations or groups that deliver a religious or political message.
- Organisations associated with or hosted at venues with electronic gaming machines, gambling and betting facilities and commercial licensed venues.
- Funding deemed to be used for a primarily commercial benefit.
- Facility maintenance expenses including repairs, projects and capital works.

- Programs or activity expenses including equipment, uniforms or trophies.
- Sponsorship signage and sponsorship agreements.

Criteria

After reading the funding guidelines, and prior to completing the application form you should contact the **Grants Officer 1300 366 244** to seek feedback on your proposal. This will ensure that your application meets the funding guidelines.

1. Grants are available to not for profit community groups operating in the Wellington Shire. Schools are not eligible to apply.
2. Applicants must be an incorporated body or have an established legal entity. If your organisation is not incorporated or doesn't have an ABN you are ineligible to apply for this grant.
3. Community group or organisation must service the residents of and be administered in the Wellington Shire.
4. **Applicants who have previously been successful in receiving Wellington Shire funding MUST have completed all acquittals and complied with Council requirements prior to being considered for this grant.**
5. Multiple applications for the same expenses will not be accepted.
6. Applications must be completed in full, on the correct form and have sufficient evidence to demonstrate financial hardship during the last 12 months for a reasonable assessment of the application. Council reserves the right to further investigate aspects of the application.
7. No funding available for the purpose of fundraising for other groups. Including fundraising projects with the primary purpose of fund raising for other organisations or individuals.
8. Council may reduce the amount allocated to you if the funding applied for is considered unsubstantiated, excessive or other funding sources have provided sufficient support.
9. If your application is successful but your application has been recommended for part funding, you will be notified prior to receiving grant confirmation.
10. Applicants who are under agreement to receive no further financial contribution from Council are ineligible to apply.
11. Funding must not be regarded as a recurrent commitment from Council.

Important Things to Note

- The not for profit community group applying for the grant will be referred to as the 'organisation' throughout the application.
- The applicant is the organisation, not the individual representative or person completing the application form
- Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the Charter of Human Rights and Responsibilities Act 2006 (Vic) and has referred to Council's Human Rights Policy to develop the Community Assistance Grant Guidelines and Assessment Criteria.

Assessment Process

Applications will be assessed according to the above the criteria and eligibility.