

ATTACHMENT 2

POLICY

HEADING:

COMMUNITY DONATIONS

MEETING ADOPTED

RESOLUTION NO.:

HISTORY OF DOCUMENT

PREVIOUSLY ADOPTED:

Introduction

The purpose of this policy is to allow Council to consider requests for Donations and Contributions from Community Organisations following the adoption of the annual budget.

Policy

Council may provide financial assistance to others under section 356 of the *Local Government Act 1993*. Further, Clause 211 (3) of the *Local Government (General) Regulation 2005* states that "all such approvals and votes lapse at the end of a Council's financial year".

In the preparations of the Operational Plan Budget each year, Council will allocate an amount to be available to meet requests from community organisations for donations or contributions.

After adoption of the Operational Plan Budget each year Council will call for applications from Local Voluntary/Community Organisations for community donations. Council will determine applications on merit and within the budget amount adopted.

Funds will be made available to successful organisations on receipt of a tax invoice or other proof of expenditure. A short statement of the use of the funds is also required at the end of the project.

No requests for donations/contributions will be considered throughout the year.

Unless special circumstances exist, as determined by the Mayor and General Manager, Council's policy is not to contribute to charitable appeals outside the time of applications.

Merit Assessment Community Donations

Applications should meet all of the following essential criteria:

Essential:

1. Name and outline of the project, and estimated quotes.
2. Not be a business or commercial venture.
3. Not an individual person.
4. Is a proven attraction/event or for community benefit (could be for equipment/insurance).
5. Attached current financial status of the organisation at the time of applying for funding.

It is **Desirable** for organisations to have a voluntary matching contribution of 50% (could be in kind).

Policy Statement No. Review Date:

Responsible Officer:

Date of Effect:

Name of Policy: Community Donations