



CITY OF
MITCHAM

Community Facilities Grant GUIDELINES

*By community
for
community*

mitchamcouncil.sa.gov.au

Objective

The City of Mitcham’s Community Facilities Grant is to assist not for profit community facilities that meet broad community need such as sports and recreation facilities or halls with special or unique capital improvements to their facility or grounds. Council will provide grant funding to match another funding source.

Guidelines for Community Facilities Grant

Annual Budget \$43,000

Individual Allocations \$5,000 maximum, matched funding

Funding Rounds Ongoing. There is no close date for applications and the grant remains open until the funding pool has been fully expended

Decision Makers Council Administration

Eligibility Criteria For full eligibility criteria and funding conditions please read the Grants Policy

Council will provide grant funding to match another funding source

The facilities can be council assets or privately owned community assets – facilities on State and Federal Government land are not eligible

The project needs to be for a new asset that did not exist beforehand and is not for ongoing maintenance or refurbishment of a facility

Funding will be provided for improvements to either facility, ground or a combination of both

Funding that would not ordinarily be provided or paid for by Council as part of its maintenance of Council assets

Applications Applications must be received on Councils’ application form relative to the grant you are applying for

Assessment Process Once submitted, a panel of Council staff will assess the suitability of your application relative to:

- The eligibility criteria
- The assessment criteria (see below)

Approval is subject to annual budgetary limitations; there is the possibility your grant could be partially funded if there are a large number of applications

All applicants will be notified in writing of their outcome

Council will endeavour to provide the outcome to your grant application within 12 weeks after applications close

Assessment Criteria

No.	Consideration	Weighting
1	The application demonstrates a clear alignment to City of Mitcham 2030 and if for a sport and recreation facility, Council’s Sports Facility Strategy (available on Council’s website)	25%
2	The application outlines the benefit to community members of the City of Mitcham	15%
3	The application demonstrates evidence and or clear reason for why the initiative has been developed	10%
4	The application is for capital improvements for facility, grounds of a facility or both	10%
5	The application outlines a plan for delivery including consideration of risk	15%
6	The applicant has recently received funding for a grant or currently receives ongoing funding from the City of Mitcham	5%
7	The application clearly outlines your funding contribution of at least 50% to meet the required eligibility requirement of matched funding	20%
	Total	100%

Evaluation Report and Financial Statement

There is the requirement that 3 months after the project has been delivered you complete the **Evaluation Report** and return it to Council; within this document there is the requirement for you to itemise your income and expenditure and provide receipts of expenditure.