



City of Ryde

# Community Grants Policy

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**DOCUMENT APPROVAL**

This document has been endorsed and approved for use by:

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Acting General Manager

**DOCUMENT VERSION CONTROL**

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**CHANGE HISTORY**

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*REVIEW HISTORY*

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## **POLICY STATEMENT**

Councils annual Community Grants Program is a strategic tool for capacity building, supporting innovation, and addressing community need in line with the Council and community's vision. This Policy will provide an equitable, efficient, transparent and sustainable framework for allocation of Council's community grants to community organisations in Ryde.

## **POLICY CONTEXT**

The City of Ryde recognises the value of community grants as a key tool to meet the needs of its residents. Community grants extend the community's capability to conduct activities, create opportunities for community capacity building and develop strong partnerships.

Council has for a number of years provided financial assistance to not-for-profit groups in the categories of cultural, community welfare and community aid grants. These have been administered through distinct processes which in most part have been informed through historical arrangements. Council's contribution to the three community aid organisations and six community events in particular have evolved through historical arrangements over an extended period.

The local Community Development Support Expenditure (CDSE) program is the program where Registered Clubs direct part of club earnings to community services. Councils usually take part in assessment and administration of CDSE program in their areas. Ryde CDSE program will continue to be administered by Council, but will be a separate process to Council's Community Grants program.

## **PRINCIPLES**

The following principles underpin administration of community grants program

- a) Servicing our community
  - Services, programs and initiatives are aimed to benefit the City of Ryde (CoR) residents. Funds will be provided to groups targeting CoR residents and that promote improved health and wellbeing.
  - Initiatives or activities that do not discriminate or disadvantage groups within the community.
  - Acknowledge and recognise the social value and benefits that community based not for profit groups have in our community and that Council has a role in supporting Ryde's needs being met.
  
- b) Sustainability and Capacity Building
  - Build on the existing abilities and strengths of individuals and organisations to identify and develop local long term solutions to meet community needs.
  - Support strategies to support the development of groups to enable them to be more self sustaining.

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- Deliver processes which develop capacity of organisations and groups to reduce the reliance on Council funding.
  - Develop opportunities to link compatible groups and organisations to collaborate and form partnerships.
- c) Inclusion
- Ensure the community grants are accessible to a diverse range of service providers and the projects funded are inclusive of the needs of diverse groups and people within the community.
- d) Collaboration and Partnerships
- Encourage and foster a range of relationships with communities, Council, community groups to deliver improved outcomes for the community.
  - Maximise outcomes through collaboration and partnership projects.
- e) Equity
- Provision of information, services and opportunities for involvement is provided to all groups and services within the community in an open and transparent manner.
  - Deliver processes which are competitive, open to all and transparent.
  - Deliver processes that are consistent for the customers and Council and are aligned to Council's values and other corporate objectives
- f) Responsiveness
- Be proactive in identifying and addressing changing community needs.
  - Support groups who meet identified and emerging community needs.
  - Review and adjust policies and guidelines based on best available practice and feedback.

## OBJECTIVES

The objectives of this policy are as follows:

- a) Provision of a consistent, equitable, transparent and efficient framework for administration of all community grant categories inclusive of historical arrangements, that is understood by services and Council.
- b) To support a range of projects that meet the diverse needs of the Ryde community.
- c) To optimise the outcomes of the community grants through improved access, a transparent and supported approach to promoting and allocation.
- d) To continue to support community based not for profit groups targeting City of Ryde residents through the provision of financial support.

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- e) To clearly identify the accountability requirements of organisations that receive funding.

### STRATEGIES

The key strategies Council will implement to meet these objectives are as follows:

- a) Development and implementation of the Community Grants Program Organisational Guidelines (ATTACHED) that will clearly articulate eligibility, objectives, selection criteria, and selection process.
- b) Development of annual priorities for each grant category in line with Council's strategic documents and identified emerging needs.
- c) Development of a funding method for historic funding arrangements.
- d) Development of support mechanisms to assist groups and organisations in accessing community grants.
- e) Development of opportunities to link compatible groups and organisations to collaborate and form partnerships.
- f) Deliver a program to build the capacity of organisations and groups to reduce the reliance on Council funding, which would enable Council to provide support to a larger group of community service providers.

### Categories of funding

The City of Ryde provides 6 mechanisms for the allocation of grants. These are a mixture of annual categories, for which applications are accepted once a year and two categories for which applications are accepted once every three years.

Grant Category	Objective
Historic	
Community Aid Grants 3 yearly	To Support the 3 community aid organisations in provision of services and strengthening local service network.
Community Events Grants 3 yearly	Support provision of key events which have a historic and key role in cultural vitality in Ryde.
Project Based	
Community Grants Annual	Support existing and new initiatives and services which improve community well-being and address identified need
Cultural Grants Annual	Strengthen identity, enhance access and participation in creative expression through initiatives that contribute to a vibrant cultural life

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	in Ryde
Sports Grants Annual	To develop sports and enhance existing activities to support sustainable, community oriented local specific projects that increase the opportunity for participation in sports, recreation and physical activity
Excellence Awards Annual	Support exceptional City of Ryde students in their academic pursuits

### RELEVANT LEGISLATION

The Local Government Act 1993, s356, states:

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance, but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if:
  - (a) the financial assistance is part of a specific program, and
  - (b) the program's details have been included in the council's draft management plan for the year in which the financial assistance is proposed to be given, and
  - (c) the program's proposed budget for that year does not exceed 5 percent of the council's proposed income from the ordinary rates levied for that year, and
  - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.
- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

S 377 of the Act states:

A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

- A decision under section 356 to contribute money or otherwise grant financial assistance to persons.

### EXTERNAL CONSIDERATIONS

Changes to the state and federal government funding and the Community Development Support Expenditure scheme may impact local organisations which rely on these funding sources and may increase demand on Council for funding.

### RELATED POLICIES/STRATEGIES

## **Policy Community Grants Program**

- DRAFT Community Facilities Plan 2030
- Ryde 2030 Community Strategic Plan
- Arts and Cultural Development Framework
- Parks on Track for People 2025
- DRAFT Recreation and Leisure Strategy 2009.
- Service Mapping and Gap Analysis Report 2009

### **STAKEHOLDERS**

The key external stakeholders include community groups and organisations in Ryde who would apply for funding. Particularly community organisations which have had historical arrangements for receiving funding from Council are key stakeholders and the implementation of a new policy and guidelines may change the way these stakeholders are used to working with Council.

### **IMPLEMENTATION**

This policy will be implemented through the Community and Culture Service Unit with assistance from Open Space and Events and Community Relations Units.

Implementation of this policy and guidelines will occur from financial year 2010-11.

### **EVALUATION AND REVIEW**

To ensure this policy develops over time to align with better practice and the changing needs of the community, it should be reviewed according to Council's Policy Development, Implementation and Review – Guidelines and Standards. Any review should also adhere to Council's *'Your City, Your Voice'* model of engagement.

The following indicators should be considered in measuring the effectiveness of the development and implementation of this program within the first year:

- a) Feedback from staff and Councillors
- b) General feedback from organisations and groups identified through an survey of grant applicants
- c) Number and diversity of groups applying for community grants increased

### **RESOURCE IMPLICATIONS**

The streamlined process and in particular management of all categories of grants through a single process will reduce the amount of staff resources required in delivering the Community Grants Program. Information relating to the allocation of community grant process needs to be collated in a manner to ensure appropriate reporting is provided through the management plan and the annual report.

**AUTHORISATION**

General Manager

**OWNERSHIP**

The development, implementation, review and evaluation of this policy is the responsibility of the Community and Culture Unit.

Some of the strategies outlined within this policy will require other service units such as Open Space and Events and Community Relations to assist.

**FURTHER INFORMATION**

For further information on this policy and attached guidelines contact Council's Community and Culture Manager on 9952 8222.

**REFERENCES**

Parramatta Council Community Grants Program  
City of Sydney Community Grants and Sponsorship Policy  
Bankstown City Council- Draft Grants & Donations Policy

**ATTACHMENTS:**

Community Grants Organisational Guidelines