

### 3.7 DISTRIBUTION OF FUNDS TO COMMUNITY AND SPORTING BODIES THROUGH THE COMMUNITY SPORTING AND RECREATION FACILITIES FUND

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The following guidelines for distribution of funds to Community and Sporting Bodies are to apply.

a. Fund Objective

Funds from Council may be made available for the following purpose.

Establishment or improvement of playing areas or buildings necessary for the conduct of sport or for community use, to assist community groups in establishing a service or activity seen as a need for the betterment of and improvement to the enjoyment of life within the Community.

b. Application Procedure

- i. Applications for funds over \$2,000 close at the Shire Office at a date determined when the scheme is opened so that Council may consider and prioritise applications before the closing date prescribed by the Department for Sport and Recreation in respect of the Community Sporting and Recreation Facilities Fund.
- ii. Applications for funds under \$2,000 may be made at anytime.
- iii. Applicants will need to discuss Local Laws, Town Planning Schemes and Development Policies with Shire Staff.
- iv. Applications should only be made when the applicant group is confident that all the cash that the applicant proposes to contribute will be readily available if a grant is approved.

c. Land/Site

The land on which the development is proposed should be a Crown Reserve or land owned or vested in the Shire of Gingin.

d. Limitations

- i. Funds not to be used for equipment, trophies, prizes or expenses (including loan repayments) incurred in the conduct of the sport or in community activities.
- ii. Community and Sporting Bodies must submit an application, where eligible, for Ministry for Sport and Recreation or other Government Grant Aid, for assessment by Council.
- iii. Community and Sporting Bodies must submit an application on a form related to Ministry for Sport and Recreation practice, supported by a brief summary of financial position, own contribution and Program of Time over which planned expenditure will occur.
- iv. Shire employees or equipment may be used in lieu of cash distribution and costed against the relevant Ledger Folio.

v. All works are to be completed to the satisfaction of the Shire of Gingin.

e. Voluntary Contributions

The value of work undertaken by volunteers can be included in the local contribution but this value may not exceed one third of the completed value of the project.

The voluntary work should be described and valued at the rate of \$20.00 per hour for unskilled labour, \$35.00 per hour for skilled labour and \$50.00 per hour for professional labour.

f. General Guidelines

i. Generally, Shire contributions will be limited to a maximum of one third of the total project cost.

ii. Applications must be submitted not later than the closing date prescribed by the Department for Sport and Recreation in any calendar year for funds over \$2,000 which may be required to assist in financing projects during the course of the following financial year.

iii. Applications will be acknowledged by the Shire of Gingin.

iv. The Shire of Gingin reserves the right to consider and allocate funds without the right of appeal.

v. The Shire of Gingin reserves the right to request further information.

vi. All monies allocated must be spent and claimed by the 30th June in the financial year for which it was allocated.

vii. No project requiring funding shall commence without the written consent of the Shire.

viii. Money granted must be spent on the project allocated.

ix. No money will be allocated for completed projects.

x. The Shire of Gingin reserves the right to inspect Reserves and Buildings without prior notification to the respective Committee.

xi. Council may consider joint funding of Capital works projects with the Department for Sport and Recreation.

xii. Council may consider applications from Community Groups other than Sporting Bodies.

xiii. The Shire of Gingin's contribution to the replacement of large machinery is generally limited to one third of the replacement cost.

xiv. Applications will be considered at Council's sole discretion.

xv. Council reserves the right to set aside all and/or any project for budget consideration.

- xvi. An Asset Replacement Fund must be created for projects that include a DSR requirement for the provision of such funds.
- xvii. Council may at its discretion contribute towards an Asset Replacement Fund.

**ADOPTED: COUNCIL 18 MAY 1998**  
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