



COMMUNITY GRANTS FUNDING ELIGIBILITY CRITERIA

EXTRAORDINARY GRANTS

	COMMUNITY BUILDERS 	YOUTH GRANTS 	COMMUNITY CELEBRATIONS 	ENVIRONMENTAL GRANTS 	CULTURAL GRANTS 	HERITAGE GRANTS 	MICRO GRANTS 	RECOVERY GRANTS 
Maximum funding amount	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$3,000 ¹	\$1,000	\$10,000
Availability as part of 2020-2021 grant founding rounds	Rnd 1 & 2	Rnd 1 & 2	Rnd 1 & 2	Rnd 1	Rnd 1 & 2	Rnd 1 & 2	Year round	Rnd 2
Projects must be located within the Port Macquarie-Hastings Local Government Area and align to the objectives/themes of the PMH Community Strategic Plan to benefit the local community	✓	✓	✓	✓	✓	✓	✓	✓
Incorporated Not-for-Profit Community Organisations (NFP) who are directly responsible for the intended project are eligible	✓	✓	✓	✓	✓		✓	✓
Individuals can apply under the auspice of an existing incorporated Not-for-Profit Community Organisation (NFP)		✓			✓			✓
An Australian Business Number (ABN) is required	✓	✓	✓	✓	✓		✓	✓
Financial statements for the previous financial year if the organisation is less than two years old (where possible) or two financial years for organisation more than two years old	✓	✓	✓	✓	✓		✓	✓
65% of grant funds will be provided to successful recipients when contract is signed with remaining 35% released once project is acquitted	✓	✓	✓	✓	✓	✓	✓	see note 2 below
Proof of public liability insurance to \$20,000,000 to be provided	✓	✓	✓	✓	✓	✓	✓	✓
Building or contents insurance is required for all building works or minor capital works and equipment purchases	✓	✓	✓	✓	✓	✓	✓	✓
Projects that include building or minor capital works, and some events, may require a Development Application (DA)	✓	✓	✓	✓	✓	✓	✓	✓
Projects requiring building or minor capital works or equipment purchases over \$500 must provide two quotes with the application.	✓	✓	✓	✓	✓	✓	✓	✓
Applications must include one letter of support from a recognised agency or organisation showing that they consider the project to be important for the community	✓	✓	✓		✓		✓	
Statistics, survey results, photos, or other sources of evidence of local need relevant to project must be provided	✓	✓	✓	✓	✓		✓	✓
A lease should be in place for projects on public land not owned by the group. If not owned by the group, permission of the owner is required in writing.	✓	✓	✓	✓	✓		✓	✓
Project conforms to existing Site Action Plans or have a new Site Action Plan developed in consultation with Council's Natural Resources Manager				✓				
Organisations must have fulfilled their financial or reporting accountability requirements (acquittals and evaluations) associated with previous Council funding	✓	✓	✓	✓	✓	✓	✓	✓
Successful applicants must start projects between 1st July and 30th June of the funding year and complete within allocated timeframe as submitted with grant application	✓	✓	✓	✓	✓	✓	✓	✓
Project acquittal reports (with evidence included) to be submitted within 60 days of project completion	✓	✓	✓	✓	✓	✓	✓	see note 3 below
Property is listed as a heritage item or a contributory building in a conservation area						✓		

¹ Funding is provided on a 1:2 ratio. For every \$1.00 that Council contributes, grant applicants will be required to contribute \$2.00.

² The acquittal report includes demonstration of the delivery of Disaster Recovery Outcomes and to be submitted within 30 days of project completion

³ 100% of grant funds will be provided to successful recipients when contract is signed