

MULLEWA COMMUNITY TRUST

GRANTS GUIDELINES



Introduction

Under an agreement with Mount Gibson Mining Ltd a Structural Adjustment Fund has been established to support the Mullewa community. This Fund is administered by the City of Greater Geraldton under the direction of a Committee consisting of a Councillor, a member of the Mullewa community appointed by the Council, and a representative of Mount Gibson Mining Ltd.

To be known as the **Mullewa Community Trust**, the annual allocation of funds will be to assist groups that are able to demonstrate that their activities benefit the Mullewa community.

The Trust will look to support projects that will provide long-term social benefit to Mullewa. These may be in the area of:

- Youth leadership development
- Arts and cultural activities
- Sport and recreation
- Community welfare, and
- Tourism.

Please read through the document carefully as it explains the Mullewa Community Trust's programme and will assist you in completing the application.

Aim

Funds will be provided to programs, activities, events or facilities that assist in the ongoing development or maintenance of the recreational, social or cultural needs of members of the Mullewa community.

Objectives

The objectives of the Mullewa Community Trust Grants Program are to:

- Encourage cooperation and sharing between community groups to ensure that a wide range of people can benefit from community resources.
 - Increase the range of, and access to, quality community, recreational, social and cultural activities, programs and services.
 - Support community development initiatives and socially responsible community activities.
 - Support groups that are working to assist economically or socially disadvantaged people.
 - Encourage the community to promote its region through promotional activities.
 - Encourage the development of excellence in recreational, sporting and cultural pursuits.
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What Won't Be Funded

- Projects which are the operational responsibility of Federal, State Government.
- Private and commercial businesses and organisations.
- Applications from individuals.
- Applications that are not completed on the MULLEWA COMMUNITY TRUST 2012 Community Grants Application Form.
- General administration costs of organisations such as wages, salaries and project management costs.
- Political organisations or events.
- Programs or services that are delivered outside of the Mullewa Ward.
- Organisations or groups that do not clearly demonstrate a need for funding, or those that provide insufficient information to allow MULLEWA COMMUNITY TRUST to make a fair assessment of need.
- Requests for retrospective funding where projects have commenced or are completed prior to receiving funding approval.
- Routine or cyclical maintenance works to existing facilities.
- Facilities where little or no public access is available.
- Repair of facilities damaged by vandalism, fire or other natural disasters where the act should be covered by insurance.
- Organisations planning activities that are, in the opinion of the Committee, hazardous.
- Conference organisers or potential attendees at conferences or symposia.
- Applicants who have failed to comply with the acquittal process or guidelines for previous grants.

Grant Conditions

- Projects or events funded must clearly identify and formally recognise and promote the level of assistance provided by MULLEWA COMMUNITY TRUST with particular acknowledgement of the contribution to the Trust by Mount Gibson Mining Limited in all publications, promotional materials, media releases and newsletters, as well as at program launches and/or the event itself (i.e. via speeches and placards).
- All projects and events must abide by State and Federal Government legislation in relation to discrimination in the provision of goods, services and facilities.
- The number of applications may exceed the amount of funds available, and worthwhile projects cannot guarantee support, regardless of merit.
- Funding of applications is at the discretion of the Committee within the broad eligibility criteria and the guidelines.
- Funds are to be expended on the approved project and items listed in the application.
- Variation from the application is not permitted without prior written approval of the Mullewa Community Trust or executive officer.
- All grants are to be expended within twelve (12) months of being received.
- Successful applicants will provide MULLEWA COMMUNITY TRUST with a Project Completion Report within two months of the completion of the funded project, or by 31ST May 2013. or whichever is the earliest.
- MULLEWA COMMUNITY TRUST may impose other special conditions on any successful applications.
- The Council may determine the annual maximum allocation and there is no guarantee that any application will be fully funded.
- Depending on the nature of the project, the MULLEWA COMMUNITY TRUST may make progress payments and include specific accountability requirements.
- Where the Committee declines to support an application, it will not normally advise reasons for an individual decision.

Other Considerations

- MULLEWA COMMUNITY TRUST encourages community groups to undertake joint grant applications.
- Priority will be given to groups that demonstrate the greatest community need.
- Approval of funding does not guarantee an applicant of funding in subsequent years.

- The final decision regarding funding rests with CITY OF GREATER GERALDTON.
- Incorporated, not for profit, volunteer, community groups, such as associations and auxiliaries, which are attached to government and private organisations are eligible to apply for funding.

Project Completion

A 'Project Completion Report', including all relevant documentation is required to be completed and lodged prior to funds being released.

Depending on the nature of the project, the Mullewa Community Trust may make progress payments and include specific accountability requirements. Should you have need for progress payments to be made a request outlining the proposed progress schedule and payments required must be forwarded in writing to the Trust.

Lodging Applications

To apply for funding, please obtain a copy of the MULLEWA COMMUNITY TRUST 2012 Community Grants Application Form and complete all sections.

Application forms are available from the Mullewa District Office.

Alternatively you can call the MULLEWA COMMUNITY TRUST's Executive Officer on 9961 1007 and request a form to be mailed out.

Completed forms can be emailed, hand delivered or posted to MULLEWA COMMUNITY TRUST.

Email to: admin@mullewa.wa.gov.au

Hand deliver to: MULLEWA COMMUNITY TRUST, Mullewa District Office, Cnr Padbury
& Thomas Streets, Mullewa

Post to: Mullewa Community Trust
Mullewa District Office
PO Box 166
MULLEWA WA 6630

Key Dates

- Applications open 3rd October 2011
- Applications will not be accepted after 16th December 2011
- Applicants to be notified of results of application by 31st March 2012