



Financial and In-Kind Assistance Policy - *Categories*

Event Development Funding

The Event Development Fund is for event **development**. If your organisation applies for funding through this multiple times, the recommendation will ultimately be to not support your event. This stream of funding is for **developing** events, and is to be treated as a seed fund opportunity. Organisations applying for this funding over a period of years will be advised to apply for sponsorship or their application will be unlikely to be accepted, on the basis that the event has already received funding for development, and at some point must become sustainable without ongoing ratepayer support.

Community Assistance Fund

The Community Assistance Fund is the previously termed Gifts and Donations. This funding is designed to support services, clubs & organisations that have a community focus, young people who have intentions of academic or sporting aspirations, and education providers.

The Community Assistance Fund is advertised annually as open and Council encourages relevant organisations and individuals to apply for this assistance during the months of April and May.

Council will not accept late submissions and will notify organisations who do so to apply the following year. Council will consider all applications annually at the July Council Meeting. There is no automatic allocation of funds - applicants **must** apply annually. This funding avenue is limited to amounts of \$500 and under.

Sponsorship

Sponsorship is for those organisations who wish to be supported by Council and in return provide benefits to Council. This could be in the form of advertising (Council's logo will appear on posters and programs) or Council Delegates may be invited to speak at an event etc. Organisations applying for sponsorship will have to clearly detail the level of Sponsorship they require and detail the benefits for Council and the West Coast Community. There are clear guidelines (as stated in the Policy) which list Councils goals, objectives, and responsibilities.

Organisations applying for large sums of support must also submit an analysis report after their event to explain how Sponsorship from Council was used and provide evidence that the Community benefited from this sponsorship. This report will be presented to Council at the next scheduled Council Meeting.

Contingency Fund

This is essentially a contingency against opportunities being missed where the cycle of Council meetings does not allow for consideration in time to meet the applicants need and where opportunity may be lost if not considered urgently.

This does not apply to applications that are simply left until it's too late and applicants cannot claim ignorance of correct procedures, processes and timelines.

Approvals under this category are given by the Mayor after consideration of recommendations made by the General Manager using the same forms and assessment criteria that apply to other categories.