

COMMUNITY GRANTS POLICY

POLICY NUMBER	IRC-POL-012	DOCUMENT ID	4819890
----------------------	-------------	--------------------	---------

CATEGORY	Council
-----------------	---------

POLICY OWNER	Manager Community & Cultural Services
---------------------	---------------------------------------

APPROVAL DATE	26 May 2026	RESOLUTION NUMBER	9731
----------------------	-------------	--------------------------	------

OBJECTIVE

To meet the statutory requirement of under the Local Government Regulation 2012, Part 5 section 195, and to outline Isaac Regional Council's (Council) commitment to supporting communities in the region by providing financial and/or in-kind assistance.

SCOPE

This policy applies to all Council staff, including Councillors, employees, contractors working on behalf of Council, representatives and volunteers of Council.

This policy applies to all instances of Council assistance to community organisations that are considered a form of Community Grant including:

- Grants;
- Donations;
- Recurrent Funding;
- Sponsorship;
- Bursaries; and
- In-kind Support.

DEFINITIONS

TERM / ACRONYM	MEANING
Council	Isaac Regional Council
Councillors	Current elected Councillors, including the Mayor
Bursary	A grant awarded to a State Government Primary or High School to support the recognition of achievement.
Community Organisation	Defined in Local Government Regulation 2012 as an entity that carries out activities for a public purpose or an entity whose primary object is not directed at making a profit.
Donation	Are gifts given in cash, or in-kind which are unconditional, voluntary transfer of money, services or property.
Funding Agreement	The agreed terms and conditions of monetary exchanged between Council and the recipient.
Grant	Competitive, one-off funding for projects, programs, or capacity building given to organisations or individuals from Council.

In-Kind Support	The donation of any service or activity that would normally attract a fee or a cost to Council.
Incorporated Association	An Incorporated entity under the Associations Incorporations Act 2009.
Registered Charity	A registered charity under the Collections Act 1966.
Exempt from Incorporation	An entity exempt from incorporation but governed by other statutory arrangements, examples include P&C Associations.
Not for Profit (NFP)	Recognised by the Australia Taxation Office as a not-for-profit entity.
Project	Refers to an event, service, facility or activity for which an organisation is seeking assistance.
Regional Significant Event	Support for events or initiatives that provide mutual benefit to Council and the community, through financial contribution and/or in-kind support. In return Council is to receive a sponsorship package reflective of the Sponsorship amount.
Recurrent Funding	Is ongoing annual financial support provided by Council that does not require recurrent applications.
Auspiced	An incorporated organization manages a grant on behalf of an unincorporated group or individual, taking responsibility for the legal, financial, and reporting obligations of the funding.

POLICY STATEMENT

Council is committed to providing a simple, transparent framework for Council to allocate financial assistance to community organisations, groups, and events in a way that is equitable, lawful, and easy to administer through Council's grant program.

Guiding principles

- Equity – All eligible groups have a fair opportunity to apply.
- Transparency – Criteria, funding rounds, and decisions are publicly reported.
- Accountability – Recipients must acquit funds with a simple financial and outcomes report.
- Simplicity – Application and acquittal processes are proportional to the funding amount.
- Legislative compliance – Decisions made under proper delegation, within budget, and publicly reported.

Eligibility

Except for Recurrent Funding allocations made by Council, the following eligibility criteria will apply to applications:

- A not-for-profit entity, incorporated association, registered charity or bodies exempt from incorporation; or
- Auspiced by an incorporated association; or
- Individuals or teams undertaking recognised representative duties at the national and international level; and
- Holds a current public liability insurance certificate with minimum value of \$20 million (excluding individuals or teams); and
- Is located within the Isaac Region.

A public or independent school located within the Isaac Region or an accredited tertiary provider under the Australian Qualifications Framework, which are otherwise ineligible, may apply for a Bursary to support or recognise Isaac region students.

Ineligibility

Applications for assistance submitted, or auspiced on behalf of, the following types of organisations are not eligible for consideration:

- Government agencies or departments of Local, State or Federal Government; or
- Applications for educational, religious or medical organisations and institutions' core business;

ACTIONS REQUIRED TO ENSURE COMPLIANCE

- Monthly Reporting to Council for Grants
- Quarterly Reporting to Council for Grants approved under delegation

EXCLUSIONS

Application of this policy excludes grants/funding received from external sources, such as State and Federal agencies, whereby the terms and conditions of these agreements will apply.

AUTHORISATIONS

Council must adopt this policy by resolution in accordance with the Local Government Regulation 2012, Part 5, Section 195, and delegates authority to the Chief Executive Officer or delegate to approve decisions under the policy.

ROLES, RESPONSIBILITIES, ACCOUNTABILITIES AND CONSEQUENCES RELATED TO DELIVERY OF THE POLICY

ROLES

RESPONSIBILITIES

Council	Approves recurrent funding list annually and budget allocation for grants and sponsorship.
	Approves funding allocations above officer delegation limits.
	Approves policy and guidelines
Officers	Assess applications against published criteria and make recommendations.
	Review Policy every five years.
	Review Guidelines every five years or as required.
CEO (or delegate)	Approves grants and sponsorships within delegation

LEGISLATIONS AND RELATED GUIDELINES

- Local Government Act 2009
- Local Government Regulation 2012
- Associations Incorporations Act 2009
- Collections Act 1966
- Isaac Regional Council Community Grant Guidelines

REFERENCES

ID	NAME
GDS-036	Isaac Regional Council Community Grant Guidelines
SAT-POL-040	Conflict of Interest Policy
PECS-FRM-507	Grant Application Form
PECS-FRM-175	School Bursaries Grants Application Form
CORP-FRM-418	Community Grant Acquittal Form

REVIEW

This policy is required by legislation. This policy should be reviewed at intervals of no more than five (5 years), or earlier if legislation or other circumstances change.

VERSION CONTROL

DATE	VERSION	UPDATE
25 August 2021	V1	Res 7446 - Council endorsed policy
26 May 2026	V2	Res 9731 - Council endorsed policy in updated format