



**MINUTES OF COMMUNITY WELLBEING AND SPORT COMMITTEE MEETING  
HELD IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,**

**34 CHURCH STREET, SALISBURY ON**

**21 NOVEMBER 2023**

**MEMBERS PRESENT**

Cr D Hood (Chairman)  
Mayor G Aldridge (ex officio)  
Deputy Mayor, Cr C Buchanan (Deputy Chairman)  
Cr A Graham  
Cr P Jensen  
Cr M Mazzeo  
Cr S Ouk

**OBSERVERS**

Cr S Reardon

**STAFF**

Chief Executive Officer, Mr J Harry  
Deputy Chief Executive Officer, Mr C Mansueto  
A/General Manager Community Development, Mr A Hamilton  
General Manager City Infrastructure, Mr J Devine  
General Manager City Development, Ms M English  
Manager Governance, Mr R Deco  
Personal Assistant to General Manager Community Development, Ms S Howley

The meeting commenced at 6:43pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

**APOLOGIES**

An apology has been received from Cr S McKell.

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## LEAVE OF ABSENCE

Nil

## PRESENTATION OF MINUTES

Moved Cr P Jensen  
Seconded Mayor G Aldridge

The Minutes of the Community Wellbeing and Sport Committee Meeting held on 17 October 2023, be taken as read and confirmed.

**CARRIED**

## REPORTS

### *Administration*

#### **5.0.1 Future Reports for the Community Wellbeing and Sport Committee**

Moved Cr P Jensen  
Seconded Cr S Ouk

That Council:

1. Notes the report.

**CARRIED**

### *For Decision*

#### **5.1.1 Ongoing management of the St Kilda Community Hall on behalf of the Community**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes that the St Kilda Progress & Tourism Association have vacated the St Kilda Community Hall (the Hall) and have returned possession of the Hall to the City of Salisbury.
2. Approves the Hall to be managed and made available to the community as a Facility for Hire until 30 June 2024.
3. Approves the following Fees and Charges for use of the Hall, effective from the handover date of the premises, until 30 June 2024. Any further review of these charges shall occur in accordance with Council's standard adopted Fees & Charges Register:

CASUAL HIRE OF PARK FACILITIES		FULL DAY OR EVENING HIRE	HALF DAYTIME (4 hours or less)
Private, Local &/or Community Groups, Non-Commercial	Summer season – 1 <sup>st</sup> September through to 30 <sup>th</sup> April	\$160	\$85
	Winter Season – 1 <sup>st</sup> May through to 31 <sup>st</sup> August	\$135	\$85
Cleaning Bond (refundable if no damage done to premises and venue left in a clean and orderly fashion)		\$200	\$200
Key Deposit (refundable if all keys returned)		\$130	\$130

4. Approves a non-discretionary 2<sup>nd</sup> Quarter 2023/24 Budget Review of \$20,000 to be granted to cover the costs associated with purchase of equipment, preparation of Hall for hire and ongoing operational costs until 30 June 2024, noting that some operational costs can be absorbed within existing budgets.
5. Approves that Administration develop an opportunities and options report for Council’s consideration for future use of this site including a draft expression of interest for broader exploration of opportunities and strategic value and alignment by January 2024.

**CARRIED**

### 5.1.2 Community Centres Update

Moved Cr C Buchanan  
 Seconded Cr P Jensen

That Council:

1. Adopts the fees and charges as set out in Attachment 1 (Item 5.1.2, Community Wellbeing and Sport Committee, 21 November 2023) for Bagster Road Community Centre and Salisbury East Neighbourhood Centre for the period 1 January to 30 June 2024.
2. Approves a discretionary 2<sup>nd</sup> Quarter 2023/24 Budget Review of \$60,000 to cover the costs of replacement furniture required for the Bagster Road Community Centre.

**CARRIED**

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## ORDER TO EXCLUDE THE PUBLIC

### 5.1.2 Community Centres Update

Moved Cr C Buchanan  
Seconded Cr P Jensen

Pursuant to Section 90(2) of the *Local Government Act 1999* the Community Wellbeing and Sport Committee orders, this matter to be considered in confidence on grounds that:

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*

*- it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*

*- information the disclosure of which would, on balance, be contrary to the public interest.*

2. *In weighing up the factors related to disclosure,*  
*- disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*

*On that basis the public's interest is best served by not disclosing the **Community Centres Update** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 the Community Wellbeing and Sport Committee orders that all members of the public, except staff of the City of Salisbury on duty in attendance, Chief Executive Officer, Deputy Chief Executive Officer, A/General Manager Community Development, A/General Manager Community Development, General Manager City Development, General Manager City Infrastructure, Manager Governance and Personal Assistant to General Manager Community Development be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**

*The meeting moved into confidence at 6:59pm.*

*The meeting moved out of confidence at 7:14pm.*

### 5.1.3 Thrive Strategy

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Approves the Thrive Strategy and proposed programs aligned to the Thrive Domains in the year 2023/24 as included in Attachment 1 (Item No 5.1.3, Community Wellbeing and Sport Committee, 21 November 2023).
2. Approves the Thrive Action Plan as included in Attachment 2 (Item No. 5.1.3, Community Wellbeing and Sport Committee, 21 November 2023).
3. Approves a non-discretionary budget review in the second quarter of 2023/24 for the budget of \$80,000 for FY23-24, with an additional \$160,000 as a non-discretionary budget bid of the 2024/25 Annual Budget Process.
4. Notes that the Administration will undertake a review of these programs at the conclusion of the 2023/34 and the 2024/25.

**CARRIED**

*Mayor G Aldridge left the meeting at 7:34 pm.*

### 5.1.4 Youth Sponsorship Applications - October 2023

Moved Cr P Jensen  
Seconded Cr A Graham

That Council:

1. Notes that 12 Youth Sponsorship Applications were assessed in October 2023, as included in this report (Item No. 5.1.4, Community Wellbeing and Sport Committee, 21 November 2023).
2. Notes one application, as outlined in Section 3.2 of this report (Item No. 5.1.4, Community Wellbeing and Sport Committee, 21 November 2023), did not meet the eligibility criteria as it was not received 14 days clear of the event.
3. Approves the application as outlined in Section 3.2 of this report (Item No. 5.1.4, Community Wellbeing and Sport Committee, 21 November 2023).

**CARRIED**

**5.1.5 Grant No. 17/2023-24: Woodworkers Shed Northern Districts (S.A) Inc. Community Grant Application**

Moved Cr D Hood  
Seconded Cr C Buchanan

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the November 2023 round of Community Grants as follows:
  - a. Grant No. 17/2023-24 Woodworkers Shed Northern Districts (S.A) Inc. Community Grant Application: to the value of \$5,000: to assist with purchasing various equipment including but not limited to; paint, timbers and blades.

**CARRIED**

**5.1.6 Grant No. 18/2023-24: Uniting in Care Salisbury Inc. Community Grant Application**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the November 2023 round of Community Grants as follows:
  - a. Grant No. 18/2023-24 Uniting in Care Inc. Salisbury Community Grant Application: to the value of \$5,000: to assist with purchasing 250 x \$20 Woolworths/Big W Gift Cards as part of its 'Parcel of Love' project.

**CARRIED**

*Mayor G Aldridge returned to the meeting at 7:38 pm.*

**5.1.7 Grant No. 19/2023-24: Salisbury Uniting Church Community Grant Application**

Moved Cr P Jensen  
Seconded Mayor G Aldridge

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the November 2023 round of Community Grants as follows:
  - a. Grant No. 19/2023-24 Salisbury Uniting Church Community Grant Application: to the value of \$5,000: to assist with purchasing lighting equipment, stage hire and an ice-cream freezer for its 'Carols on the Lawn' event.

**CARRIED**

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**5.1.8 Grant No. 20/2023-24: Bahr El-Ghazal Community Association of SA Inc. Community Grant Application**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the October 2023 round of Community Grants as follows:
  - a. Grant No. 20/2023-24 Bahr El-Ghazal Community Association of SA Inc. Community Grant Application: to the value of \$5,000: to assist with costs of hall hire and costumer hire as part of its 'South Sudanese Community Celebration' event.
  - b. On the condition that the funds are only to be released once Bahr El-Ghazal Community Association of SA Inc. have secured Angkor Hall as the venue for its 'South Sudanese Community Celebration' event.

**CARRIED**

**5.1.9 Grant No. 21/2023-24: Mawson Lakes Cricket Club Community Grant Application**

Moved Cr A Graham  
Seconded Cr C Buchanan

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the November 2023 round of Community Grants as follows:
  - a. Grant No. 21/2023-24 Mawson Lakes Cricket Club Community Grant Application: to the value of \$5,000: to assist with purchasing turf cricket pitch covers and cricket balls.

**CARRIED**

**5.1.10 Grant No. 22/2023-24: Salisbury West Cricket Club Community Grant Application**

Moved Cr S Ouk  
Seconded Cr C Buchanan

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the October 2023 round of Community Grants as follows:
  - a. Grant No. 22/2023-24 Salisbury West Cricket Club Community Grant Application: to the value of \$5,000: to assist with purchasing players shirts and cricket balls.

**CARRIED**

**5.1.11 Grant No. 24/2023-24: LIFE Community (Adelaide) Community Grant Application**

Moved Cr A Graham  
Seconded Mayor G Aldridge

That the Community Wellbeing and Sport Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Approves the request for funding for the October 2023 round of Community Grants as follows:
  - a. Grant No. 24/2023-24 LIFE Community (Adelaide) Community Grant Application: to the value of \$5,000: to assist with its Christmas Box project.
2. Notes that this grant funding is only eligible for use in the City of Salisbury and this will be conveyed to LIFE Community (Adelaide).
3. Requests the Administration to ensure that the City of Salisbury branding is included in all promotional material regarding this project.

**CARRIED**



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### 5.1.12 Community Grant Program Progress Update

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Approves the draft guidelines for the Economic Growth and Sustainability Grant Streams as per the updated draft guidelines with tracked changes which was tabled at the meeting.
2. Requests the Administration to review the new Community Grant guidelines by June 2024.

**CARRIED**

### 5.1.13 Turf Pitches

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Notes that the City of Salisbury currently provides several different services for clubs with both turf and concrete wickets including, the covering and uncovering of concrete wickets at the changeover of seasons.
2. Approves that a rebate of \$1,300 per year be offered to each sporting club listed in paragraph 3.3 of this report to assist with the maintenance of turf wickets with the conditions set out in this report (Item 5.1.13, Community Wellbeing and Sport Committee, 21 November 2023).
3. Approves a non-discretionary 2<sup>nd</sup> Quarter 2023/24 Budget Bid for an additional \$7,800 to be included in the operating budget of the 2023-2024 financial year to cover the cost of the rebate to the cricket clubs listed in paragraph 3.3 of this report (Item 5.1.13, Community Wellbeing and Sport Committee, 21 November 2023).

**CARRIED**

### QUESTIONS ON NOTICE

*There were no Questions on Notice.*

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**MOTIONS ON NOTICE**

*There were no Motions on Notice.*

**OTHER BUSINESS**

*(Questions Without Notice, Motions Without Notice, CEO Update.)*

*There were no Other Business Items.*

The meeting closed at 8:13pm.

CHAIRMAN.....

DATE.....



# City of Salisbury Community Grant Program

## Sustainability

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The City of Salisbury acknowledges the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present.  
We recognise and respect their cultural heritage, beliefs and relationship with the land.  
We acknowledge that they are of continuing importance to the Kurna people living today.

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## ABOUT THE PROGRAM

The City of Salisbury Community Grants program aligns directly to Council's City Plan 2035. Council's City Plan 2035 has three directions that capture the social, environmental and economic influences on the City of Salisbury. The Community Grants Program exists to provide financial support to eligible clubs, groups, organisations and residents to help deliver the below outcomes as per Council's Strategic objectives. The Community Grants are open and assessed year-round. The Community Grants Program is separated into three priority areas - Active and Connected, Sustainability and Economic Growth. The below information relates to the **Sustainability** Community Grant stream.

If you're unsure which area your application sits in or if you have any questions, please don't hesitate to reach out to Council on 8460 XXX, via email: [CommunityGrants@salisbury.sa.gov.au](mailto:CommunityGrants@salisbury.sa.gov.au) or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.

## WHAT THE SUSTAINABILITY COMMUNITY GRANTS AIM TO ACHIEVE:

### A Sustainable City

- Improve resource recovery in our City
- Increase the climate resilience of our community
- Help the community and businesses reduce waste, water and energy and associated costs
- Support our community in being carbon responsible

## PRIORITY AREAS

Priority Area	Desired Outcomes
<b>Greenhouse Gas Emissions Reduction</b>	Completion of energy efficiency audits to identify priority initiatives. Installation of appliances or equipment that reduces the energy use and greenhouse gas emissions of the organisation. Development of greenhouse gas inventories and emissions reduction strategies.
<b>Climate Resilience</b>	Installation of rainwater tanks or Water Sensitive Urban Design (WSUD) interventions (eg permeable paving, rain gardens, tree inlets).
<b>Resource Recovery and</b>	Completion of waste minimisation audits to identify priority

<b>Circular Economy</b>	<p>actions.</p> <p>Installation of resource recovery systems including food and garden organics separation, co-mingled recyclable.</p> <p>Trialling or purchase of commercial rapid composters, commercial dehydrators or similar systems to divert green waste from landfill.</p> <p>Signage and education materials.</p> <p>Other initiatives that assist to avoid and reduce waste including achievement of circular economy outcomes.</p>
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## GRANT SIZES AVAILABLE

### Mini Grant: Up to \$2k

- Mini Grants are to the value of \$2,000 (incl. GST)
- Community Groups, Incorporated Groups, Entrepreneurs and Local Business are all eligible to apply.
- Eligible residents/groups may be eligible to apply for a Mini Grant and a Small Grant in the same year\*
- Mini grants are able to be applied for every year.

### Small Grant: \$2k - \$7k

- Mini Grants are to the value of \$2,000 (incl. GST)
- Community Groups, Incorporated Groups, Entrepreneurs and Local Business are all eligible to apply.
- Eligible residents/groups may be eligible to apply for a Mini Grant and a Small Grant in the same year\*
- Mini grants are able to be applied for every year.
- The small grant can only cover 70% of total cost of project/initiative

❖ Eligible groups are able to apply for a Mini and Small Grant in the same year, up to a maximum value of \$7k.

## WHO CAN APPLY

The below table identifies who is eligible to apply for a Sustainability Grant. Further information about eligible groups can be found below.

<b>Sustainability Community Grant</b>		
What's Included:	Who can apply?	Grant Sizes Available
Energy Audits	<ul style="list-style-type: none"> <li>• Community Groups</li> <li>• Community Groups</li> </ul>	✓ Mini Grant
Completion of waste minimisation audits to identify priority actions.		
Installation of resource recovery systems		

	<ul style="list-style-type: none"> <li>• Sporting Clubs</li> <li>• Not for Profit Organisations</li> <li>• Businesses</li> </ul>	
Signage and education materials.		
Initiatives that assist to avoid and reduce waste including achievement of circular economy outcomes		
Development of greenhouse gas inventories and emissions reduction strategies.		
Trialling or purchase of commercial rapid composters, commercial dehydrators or similar systems to divert green waste from landfill.	<ul style="list-style-type: none"> <li>• Community Groups</li> <li>• Sporting Clubs</li> <li>• Not for Profit Organisations</li> <li>• Businesses</li> </ul>	<ul style="list-style-type: none"> <li>✓ Mini Grant</li> <li>✓ Small Grant (can only cover 70% of total cost of project/initiative)</li> </ul>
Installation of rainwater tanks or Water Sensitive Urban Design (WSUD) interventions (eg permeable paving, rain gardens, tree inlets).		

### EXAMPLE OF ELIGIBLE ACTIVITIES FOR MINI – MEDIUM GRANTS

#### What can be funded ✓

- Energy efficiency audits to identify priority initiatives
- Solar photovoltaic systems (new only, not replacement systems)
- Energy battery storage systems
- Replacement of gas appliances with energy efficient electric or solar powered (eg hot water, heating, cook tops or ovens)
- Energy efficiency upgrades recommended in an energy efficiency audit
- Greenhouse gas inventory developed by a qualified consultant
- Greenhouse gas emissions reduction strategies developed by a qualified consultant
- Rainwater tanks and plumbing of the tank to an appliance, fixture or irrigation
- Water Sensitive Urban Design (WSUD) interventions (eg permeable paving)
- Tree planting and native gardens in association with irrigation systems or WSUD interventions
- Completion of waste minimisation audits to identify priority actions
- Installation of resource recovery systems including food and garden organics separation
- Trialling or purchase of commercial rapid composters, commercial dehydrators or similar systems to divert green waste from landfill
- Other initiatives that assist to avoid and reduce waste including achievement of circular economy outcomes.

#### What can't be funded ✗

- Activities occurring outside of the [City of Salisbury boundary](#)



- Maintenance costs
- Travel or accommodation costs
- Requests for reimbursement of funds already spent
- Works undertaken on residential properties (including home based business)
- Applications from organisations who have outstanding debt with Council or have previously not submitted required grant acquittal documentation.
- Activities that have not received development approval (if required)
- Activities that have not received property owner consent (if required)
- Activities for which the requested supporting documentation has not been provided
- Staff wages.

## HOW WILL MY APPLICATION BE ASSESSED?

Each application will be assessed by the Community Wellbeing and Sport Committee, who meet on the third Tuesday of every month. In order to give the Administration time to review your grant application, you will need to submit your application on the 15th day of the month prior.

Prior to submitting your application to the Community Wellbeing and Sport Committee, the Administration will review your application and it will be weighed against the below criteria.

The Community Wellbeing and Sport Committee will then be able to review your documentation and the recommendation provided by the Administration, prior to considering your grant application. As your application and the recommendation will be in the public agenda (able to be accessed on Council's website), it is important that any information provided is able to be released to the public. Personal information (names and contact details) and all quotes provided in your application will be withheld from the public agenda.

The Community Grants Program has a limited budget; therefore, your application may be deferred to a subsequent funding round, even if eligible. The Community Wellbeing and Sport Committee have delegation to authorise funding and make the final decision on all grant funding.

Mini and Small Grants		
Criteria	Consideration	Weighting
1	Demonstrates how each activity addresses the Sustainability Grants priority areas and desired outcomes.	20%
2	The extent of expected environmental sustainability improvement to the operations of the organisation.	15%
3	Cost effectiveness of the proposed activities (value for money).	15%
4	Experience of suppliers or contractors nominated to undertake activities.	10%
5	Use of local City of Salisbury, Adelaide or South Australian suppliers and products (where possible).	10%
6	Demonstrates a clear alignment with and delivers outcomes	10%

	based on Council's City Plan 2035 and Sustainability Strategy 2035.	
7	Demonstrates the organisation's ability and capacity to successfully deliver on the proposed activities.	10%
8	Contribution (in kind, material and financial) by the business.	10%

## FUNDING CONDITIONS AND ACQUITTAL REPORTING

Successful applicants will be required to:

- Sign a funding agreement detailing the grant terms and conditions
- Where relevant, provide financial records, relevant insurance and any other key documentation
- Provide to Council relevant details for Electronic Funds Transfer of grant monies.
- Provide a detailed written report on all outcomes of the project funded by Council in the form of an acquittal report document (a template will be provided)
- Submit an acquittal report within 6 weeks from the conclusion of each project, providing all tax invoices and receipts – if these are not provided, the outstanding grant funding are required to be returned to Council.
- Applicants are required to spend the community grant funds within 6 months of receiving the grant funding. Any outstanding funds are required to be returned to Council.
- If the acquittal documentation is not provided, your group or organisation will be deemed ineligible for any future funding.

Applicants may also be required to present, promote, and share their successful grant projects with the local community/other grant recipients

## MORE INFORMATION

Council is here to support you through this process. For more information or assistance with your grant application, visit our [website](#) or please contact the Coordinator, Grants Program on 8406 XXXX, via email at [CommunityGrants@salisbury.sa.gov.au](mailto:CommunityGrants@salisbury.sa.gov.au) or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.



# City of Salisbury Community Grant Program

## Economic Growth

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The City of Salisbury acknowledges the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present.  
We recognise and respect their cultural heritage, beliefs and relationship with the land.  
We acknowledge that they are of continuing importance to the Kurna people living today.

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If you're unsure which area your application sits in or if you have any questions, please don't hesitate to reach out to Council on 8460 XXX, via email: [CommunityGrants@salisbury.sa.gov.au](mailto:CommunityGrants@salisbury.sa.gov.au) or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.

## WHAT THE ECONOMIC GROWTH COMMUNITY GRANTS AIM TO ACHIEVE:

### A growing city that creates new opportunities

- Support and deliver initiatives to create jobs and increase investment
- Build work readiness in our community so residents are aware of and can pursue job opportunities
- Be business friendly
- Provide services and infrastructure that support entrepreneurs and emerging industry sectors
- Ensure Salisbury's activity centres are interesting places to visit, attractive places to invest and great locations to work

## PRIORITY AREAS

Priority Area	Desired Outcomes
Activation	<p>Our businesses offer vibrant and dynamic experiences that embrace the diverse offerings and culture of Salisbury.</p> <p>Activate local places and spaces with creative programming, supporting the development of our region as a destination for arts, culture and shopping. Demonstrate collaboration between business, arts, community and Council.</p> <p>Support creative practitioners to deliver arts-based performances or workshops</p>

<b>Youth entrepreneurship</b>	Develop a strong culture of entrepreneurship across our younger generation. Support new businesses and industry to grow
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**GRANT SIZES AVAILABLE**

**Mini Grant: Up to \$2k**

- Mini Grants are to the value of \$2,000 (incl. GST)
- Community Groups, Incorporated Groups, Entrepreneurs and Local Business are all eligible to apply.
- Eligible residents/groups may be eligible to apply for a Mini Grant and a Small Grant in the same year\*
- Mini grants are able to be applied for every year.

**Small Grant: \$2k - \$7k**

- Small Grants are to the value of \$7,000 (incl. GST)
- Community Groups, Incorporated Groups, Entrepreneurs and Local Business are all eligible to apply.
- Eligible residents/groups may be eligible to apply for a Mini Grant and a Small Grant in the same year\*
- Small grants are able to be applied for every year.

❖ Eligible groups are able to apply for a Mini and Small Grant in the same year, up to a maximum value of \$7k.

**Mini Grant for young local entrepreneurs: Up to \$1k**

- Mini Grants for young local entrepreneurs are to the value of \$1,000 (incl. GST)
- Mini grants are able to be applied for every year.
- For the Youth Entrepreneurship grant applicants of up to 25 years old will be eligible

**WHO CAN APPLY**

The below table identifies who is eligible to apply for a Economic Growth Grant. Further information about eligible groups can be found below.

<b>Economic Growth Community Grant</b>		
<b>What's Included:</b>	<b>Who can apply?</b>	<b>Grant Sizes Available</b>
Youth Entrepreneurship	<ul style="list-style-type: none"> <li>• Local entrepreneurs of up to 25 years old</li> </ul>	✓ Mini Grant (up to \$1k)

Activate local spaces	<ul style="list-style-type: none"> <li>• Local entrepreneurs</li> <li>• Community Groups</li> <li>• Sporting Clubs</li> <li>• Not for Profit Organisations</li> <li>• Businesses</li> <li>• Business Associations</li> </ul>	<ul style="list-style-type: none"> <li>✓ Mini Grant</li> <li>✓ Small Grant</li> </ul>
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**EXAMPLE OF ELIGIBLE ACTIVITIES FOR MINI – SMALL GRANTS**

**What can be funded ✓**

- Courses or training for young local entrepreneurs
- Activations that promote and raise the profile of the City of Salisbury as a destination
- Live music performance or DJs
- Pop-up exhibitions
- Creative workshops or sessions
- Events
- Markets

**What can't be funded ✗**

- Activities occurring outside of the [City of Salisbury boundary](#)
- Maintenance costs
- Travel or accommodation costs
- Requests for reimbursement of funds already spent
- Works undertaken on residential properties (including home based business)
- Applications from organisations who have outstanding debt with Council or have previously not submitted required grant acquittal documentation.
- Activities that have not received development approval (if required)
- Activities that have not received property owner consent (if required)
- Activities for which the requested supporting documentation has not been provided
- Staff wages
- Private events.

**HOW WILL MY APPLICATION BE ASSESSED?**

Each application will be assessed by the Community Wellbeing and Sport Committee, who meet on the third Tuesday of every month. In order to give the Administration time to review your grant application, you will need to submit your application on the 15th day of the month prior.



Prior to submitting your application to the Community Wellbeing and Sport Committee, the Administration will review your application and it will be weighed against the below criteria.

The Community Wellbeing and Sport Committee will then be able to review your documentation and the recommendation provided by the Administration, prior to considering your grant application. As your application and the recommendation will be in the public agenda (able to be accessed on Council's website), it is important that any information provided is able to be released to the public. Personal information (names and contact details) and all quotes provided in your application will be withheld from the public agenda.

The Community Grants Program has a limited budget; therefore, your application may be deferred to a subsequent funding round, even if eligible. The Community Wellbeing and Sport Committee have delegation to authorise funding and make the final decision on all grant funding.

<b>Mini Grants for Young Local Entrepreneurs</b>		
<b>Criteria</b>	<b>Consideration</b>	<b>Weighting</b>
1	Demonstrates how the activity will build entrepreneurial skills.	50%
2	Experience of suppliers or contractors nominated to deliver the training or course.	20%
3	Use of local City of Salisbury, Adelaide or South Australian suppliers and products (where possible).	15%
4	Demonstrates a clear alignment with and delivers outcomes based on Council's City Plan 2035	15%

<b>Mini and Small Grants for Activation</b>		
<b>Criteria</b>	<b>Consideration</b>	<b>Weighting</b>
1	Demonstrates how each activity addresses the Economic Grants priority areas and desired outcomes.	20%
2	The extent of increase activity in the local area.	15%
3	Cost effectiveness of the proposed activities (value for money).	15%
4	Experience of suppliers or contractors nominated to undertake activities.	10%
5	Use of local City of Salisbury, Adelaide or South Australian suppliers and products (where possible).	10%
6	Demonstrates a clear alignment with and delivers outcomes based on Council's City Plan 2035	10%
7	Demonstrates the organisation's ability and capacity to successfully deliver on the proposed activities.	10%
8	Contribution (in kind, material and financial) by the business.	10%

## **FUNDING CONDITIONS AND ACQUITTAL REPORTING**

Successful applicants will be required to:

- Sign a funding agreement detailing the grant terms and conditions

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- Where relevant, provide financial records, relevant insurance and any other key documentation
  - Provide to Council relevant details for Electronic Funds Transfer of grant monies.
  - Provide a detailed written report on all outcomes of the project funded by Council in the form of an acquittal report document (a template will be provided)
  - Submit an acquittal report within 6 weeks from the conclusion of each project, providing all tax invoices and receipts – if these are not provided, the outstanding grant funding are required to be returned to Council.
  - Applicants are required to spend the community grant funds within 6 months of receiving the grant funding. Any outstanding funds are required to be returned to Council.
  - If the acquittal documentation is not provided, your group or organisation will be deemed ineligible for any future funding.

Applicants may also be required to present, promote, and share their successful grant projects with the local community/other grant recipients

### **MORE INFORMATION**

Council is here to support you through this process. For more information or assistance with your grant application, visit our website or please contact the Coordinator, Grants Program on 8406 XXXX, via email at [CommunityGrants@salisbury.sa.gov.au](mailto:CommunityGrants@salisbury.sa.gov.au) or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.