

COMMUNITY PARTNERSHIPS PROGRAM

Information Sheet



Overview

The Community Partnerships Program is a grant program designed to enhance community wellbeing by contributing to community partnerships for events and activities that deliver significant community benefits in Mareeba Shire.

Under the Community Partnerships Program, Council provides financial and in-kind assistance to community organisations in the Mareeba Shire.

Community Partnerships Program Policy

Applicants are encouraged to review the Community Partnerships Program Policy online at:

<https://msc.qld.gov.au/grants-and-sponsorship/>.

Application Process

Applicants are required to contact Council's Community Wellbeing team at least 6 weeks prior to the date of assistance to discuss the request, prior to submitting a written application via email.

Requests for major community partnerships must be received by 1 February each year.

Community Organisation Responsibilities

Council will consider applications for the use of Council's tables, chairs and other event equipment on the basis that the applicant collects and returns the equipment during business hours.

The organisation is responsible for returning the equipment clean and undamaged and is responsible for the cost of cleaning or repair.

Applicant Information Required

Please provide the following information:

1. Contact details;
2. Organisation details - incorporated or unincorporated;
3. Financial statements - most recent audited or reconciled financial statement.

Community Partnership Information Required

1. Date and location of the activity.
2. Purpose of the event or activity.
3. Description of the community benefits to be achieved.
4. Confirmation that relevant applications have been submitted to Council, including Park Hire, Road Closure Permit, Temporary Entertainment Event Permit and Hall Hire.
5. Other supporting documentation may be required. Details of contributions by other parties. For example, chairs to be picked up by volunteers.

Eligible Applications

The applicant is an incorporated association or has an auspice body. Other criteria include:

- a) The proposed event or activity is based within Mareeba Shire.
- b) Provides a direct benefit to residents of the Mareeba Shire Council area.
- c) The applicant can demonstrate financial viability and competence and the ability to achieve stated goals.
- d) Applications from educational providers are for initiatives outside of Education Queensland's responsibilities which contribute to a broader community benefit. These must be lodged by the school's Parents and Citizens Association.
- e) The application clearly demonstrates it meets the Community Partnerships Program priorities.
- f) The application is not retrospective to recover costs already incurred, unless in exceptional circumstances.

Ineligible Applications

Council will not consider requests where:

- The funds are to be used towards wages/salaries.
- The request is for a private business venture or activity.
- An Incorporated group cannot provide a copy of their audited financial statement
- The applicant/event has received \$2,000 in a financial year and is not considered a major event.

For further information, please contact Council's Community Wellbeing Officer on 1300 308 461 or via email to info@msc.qld.gov.au.