

**COMMUNITY GRANTS**

 **APPLICATION FORM**

Council contact details: Council customer Service or community development team corporateandcommunity@kicouncil.sa.gov.au

Address, phone & email: 43 Dauncey Street, Kingscote SA 5223, kicouncil@kicouncil.sa.gov.au

To assist you in preparing your application, please view the Community Grant guidelines available

on the Council website at [Community Grants | Kangaroo Island Council](https://www.kangarooisland.sa.gov.au/community/grants)

Or from Council's customer service front desk;

Or by requesting a copy by emailing kicouncil@kicouncil.sa.gov.au Or by phoning 85534500.

The Community Grant Guidelines will help you understand what projects are eligible for community grants.

The Community Grants program assists not for profit community organisations and groups

located in and/or directly benefiting residents within Kangaroo Island.

The Community Grants program supports the delivery of activities which align with the objectives of

the Kangaroo Island Council Strategic Plan, which can also be viewed on Council’s website. (or link here [Kangaroo-Island-Strategic-Plan-2020-2024-WEB.pdf (kangarooisland.sa.gov.au)](https://www.kangarooisland.sa.gov.au/__data/assets/pdf_file/0032/767453/Kangaroo-Island-Strategic-Plan-2020-2024-WEB.pdf))

Please submit this application and all attachments prior to 30th November 2023

Details of how to submit can be found on the last page of this document.

To discuss your proposal, or to get help with your application, contact Council customer Service or community development team on 85534500 or email kicouncil@kicouncil.sa.gov.au (this can be amended once we have someone employed in the community engagement position).

Applicant:Click or tap here to enter text.

Date of Submission:Click or tap here to enter text.

Postal Address:Click or tap here to enter text.

Town:Click or tap here to enter text.

Postcode Click or tap here to enter text.

Contact person/ role:Click or tap here to enter text.

Phone number:Click or tap here to enter text.

Email:Click or tap here to enter text.

**COMMUNITY GRANTS APPLICATION FORM AND INFORMATION**

**APPLICATION PRE-CHECK**

Before completing your application, please check the eligibility criteria below.

**Is your organisation a not-for-profit?**  [ ] Yes [ ] No

*Please see the Community Grant Guidelines for further information. Only not-for-profit entities can apply.*

**Are there any outstanding Council grant acquittals in your name or your**

**organisation's name?**  [ ] Yes [ ] No

*Applicants with outstanding grant acquittals are unable to apply.*

**Has your organisation received a Kangaroo Island Community Grant this financial year?** Yes No

*Applicants are only eligible to receive one grant per financial year.*

**Do you intend to use the grant funds to pay for existing debt or items purchased**

**before a grant offer is made?**  [ ] Yes [ ] No

*This grant round does not support retrospective payments or debt funding.*

**Will this funding be used for projects that are predominantly for individual pursuits**

**or professional development?**  [ ] Yes [ ] No

This grant applies to projects for which the main benefit will be to the Kangaroo Island community, rather than just for individuals.

**Give a brief description of your organisation.** (e.g., date established, purpose, activities, membership etc.) If your organisation has a strategic plan, please attach to your application.

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**Has your organisation received a Kangaroo Island Council Community Grant in previous years?**

If so, when, and what was the project(s)?

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**PROJECT DETAILS**

**Project Title:**Click or tap here to enter text.

**Project Category:**

[ ]  Community and cultural events

[ ]  Building, repairs, minor works

[ ]  Environmental initiatives

[ ]  Asset purchase

[ ]  Projects in the local community

[ ]  Encouraging wider use of/improving access to community facilities

**Project Description** – What is the purpose and aims of your project? if you need more space,

please include as extra documentation.

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**Project Management -** please let us know about how the project will be managed, who are the key people involved, and what will be the roles that different people will play?

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**Location of Project:**

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**Proposed Project Timeline:**

**Start Date: Completion Date:**Click or tap to enter a date.Click or tap to enter a date.

**GRANT ASSESSMENT**

The questions below are the five criteria that Council will use to assess your application. Please

read them carefully, and if you have any questions, please get in contact.

**1. How does your project align with Kangaroo Islands Council’s Strategic Plan, or any**

**other relevant strategies and plans?**

The purpose of the Strategic Plan is to outline the community’s long-term vision and aspirations for the future and is used to plan strategies for achieving these goals. The Strategic Plan can be found on Council’s website.

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**2. How does your project benefit the local community or environment?**

When planning your project, consider how you can maximise the benefits to as much of our community as possible.

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**3. How is your project fulfilling a need in our community?**

Council looks to fund projects which meet a need for something in the local community.

How might you demonstrate this?

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**4. How does your project create and strengthen community partnerships?**

Think about how you might bring the community together and look for ways to help build and strengthen our community bonds.

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**5. How can your organisation deliver the project successfully?**

Think about the resources you already have in your organisation. Do you have the capacity, skills,

resources, and people to make this work? Have you managed similar projects previously?

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**Additional information about your application**

How will you acknowledge Council's support of this project?

Please see the Community Grant guidelines for information and ideas.

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**What community support do you have for the project?**

Please attach any letters of support - note that letters from KIC Councillors or staff cannot be used

in your application. Video and audio recordings may be used to demonstrate community support.

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**Project Costs**

Please include GST in your total costs and add supporting document if you need more space.

Please obtain at least two quotes for all materials or services, and aim to use Kangaroo Island’s suppliers as much as possible.

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| --- | --- | --- |
| I**tem or service**  | **Quote supplied by (please attach)** | **Cost** |
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|  | **Total Costs** | **$** |

 (Must equal Total Income below)

If Council cannot fund the full requested amount, what would be the minimum amount which would

allow the project to succeed?

**Project Income**

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| --- | --- | --- |
| **Source**  | **Detail (write N/A if not applicable)** | **Amount** |
| Organisation contribution |  | $ |
|  |  |  |
| Fundraising  |  |  |
|  |  |  |
| Sponsorship  |  |  |
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| Other Government contribution  |  |  |
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| Other  |  |  |
|  |  |  |
| KIC Grant request |  |  |
|  | **Total Income** | **$** |

(Must equal Total Expenditure)

**In-kind contributions** - What non-financial contributions will your group make to this project?

Examples might include time spent in planning meetings or in working bees, the use of the

organisation's tools and equipment, launch events, media promotions.

**PRIVACY**

Please be aware, that for successful applicants, details of the project, such as name of organisation,

funding amount, and project description may be made public on Council’s webpage, social media and annual report. Please discuss any privacy concerns with us prior to submitting your application.

**COMMERCIAL IN CONFIDENCE**

Please discuss any Commercial in Confidence concerns with us prior to submitting your application.

**DECLARATION**

By submitting this application form I confirm that:

[ ]  I am authorised to submit this application.

[ ]  I have completed all sections of the application form (with N/A if necessary)

[ ]  The information provided in this application is complete and correct, to the best of my knowledge

[ ]  The offer of a Grant is at the discretion of the Kangaroo Island Council

[ ]  If successful, this organisation will be required to fulfill the Conditions of the Grant as per the funding agreement to be provided by Council, including a funding report, and financial acquittal.

[ ]  I will immediately advise the Kangaroo Island Council of any project changes which may alter the

eligibility status of the project.

[ ]  I consent to the public release of the name of the applicant organisation and the details provided in the Project Outline.

**Name of the person completing this application: ..……………………………………………………………**

**Role in organisation: ………………………………………………………………**

**Signature: ……………………………………………………………….**

Please submit this application and all attachments prior to ……………………………………………………………….

**RETURN COMPLETED FORM AND ABOVE REQUIREMENTS TO COUNCIL**

**IN PERSON MAIL EMAIL**

Council Civic Centre P O Box 121 kicouncil@kicouncil.sa.gov.au

43 Dauncey Street Kingscote Kingscote SA 5223

Thankyou for your interest in Kangaroo Island Council's Community Grant program.