

# Welcome

*Region  
of Choice*

*Connect*  
WITH COUNCIL



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*Connecting Council  
and Community*

# COMMUNITY

## Investment Program



**CONNECTED**  
Communities Fund



**COMMUNITY**  
Celebration Fund



**REGIONAL**  
Enhancement Fund



**COMMUNITY**  
Education Fund

**MYTH: Applying for grant funding is like jumping through hoops!**







## This session will cover -

- What is the Community Investment Program (CIP)?
- What has changed and why?
- Aim of the program
- Distribution of Community Investment Funds
- Funding initiatives and streams
- The Application Process
- Funding Guidelines
- How to apply
- Application Assessment
- Application Acquittal
- Helpful resources

## WHAT HAS CHANGED & WHY

- The Community Investment Program has been developed following a review and streamlining of Council's previous Donations to Community Organisations Policy.
- In May 2019, Council adopted the new Community Investment Policy and in July, activated the Community Investment Program, providing *more opportunities to support local community initiatives, projects and events across the Gladstone Region.*

### *The Community Investment Policy aims to;*

- Recognise the value provided by organisations in delivering initiatives, projects and services;
- Contribute to a liveable, sustainable and vibrant community;
- Empower communities;
- Respond to local areas of need;
- Deliver shared outcomes;
- Activate community participation;
- Build capacity within the community;
- Contribute to the development of local students and sportspersons; and
- Be user friendly.





# How will the CIP do this?

Community Investment Program governed by:-

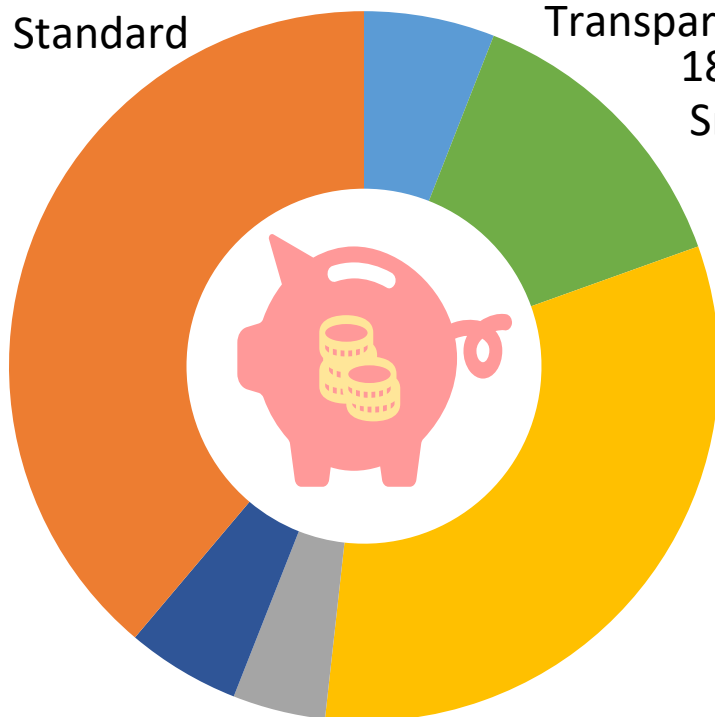
1 Policy

1 Corporate Standard

Transparent Process

18 Guidelines

Smartygrants



Connected Communities

Regional Enhancement

Community Celebration

Community Education

Mayor's Discretionary

Community Contributions



# THE COMMUNITY INVESTMENT PROGRAM FUNDING INITIATIVES;



**Connected Communities Fund** enables Council to provide support for community connection, social inclusion, access and participation.



**Regional Enhancement Fund** provides Council with the opportunity to provide support for the continued growth of our region, fund the reinvigoration and activation of our region and protect and preserve our natural assets.



**Community Celebration Fund** celebrates the Gladstone Region, builds community pride, boosts our economy and positively promotes our region.



**Community Education Fund** encourages recognition of academic achievement and encourages the development of knowledge and skills for our future.



## Connected communities Fund

- Community Hall Subsidy
- Gladstone & District Sports Foundation Trust
- Sport & Recreation Operations
- Performing Arts
- Historical & Heritage Museums
- Charity Waste Tipping Waiver

*Application outcomes advised  
approx. 8 weeks after the round  
closing date*

Fund	Rounds	Opens	Closes	Timing of Events
<b>Community Hall Subsidy (\$1,500)</b> Ongoing maintenance of community halls in the Council area.	1	Currently open year-round. Projects must be completed within 12 months of receiving the funding, except for rates or insurance subsidy.		
<b>Gladstone &amp; District Sports Foundation Trust</b> Financial support for young people at a State or National level who reside in the Gladstone region to achieve their sporting goals.	No rounds open to the community. Funding provided directly to the Trust to administer.			
<b>Sport &amp; Recreation Operations (\$1,200)</b> Support for the operation of the region’s sporting organisations and active recreation groups – equipment purchases, training and education, participation initiatives, programs that contribute to health and vitality, and planning.	1	1 August	31 August	Projects must be completed within 6 months of receiving funding.
	2	1 March	31 March	
<b>Performing Arts (\$2,500)</b> Support for events that enhance and showcase local performing arts sector.	1	1 July	31 July	December – May
	2	1 January	29 February	June - November
<b>Historical &amp; Heritage Museums (\$5,000)</b> Support custodians of historical / heritage collections and/or museums for public benefit.	1	1 July	31 July	Projects must be completed within 12 months of receiving funding.
<b>Charity Waste Tipping Waiver (\$1,000 credit)</b> Relief for charitable organisations to dispose of general waste deposited at their facilities.	1	Currently open year-round.		





## Regional Enhancement Fund

- Sport & Active Recreation - Strategic Projects
- Sport & Active Recreation - Community Projects
- Jumpstart City Heart
- Environmental Care

*Applicants advised of the outcome of the application approx. 12 weeks after round closing date.*

- Plant & Equipment
- Development Application Fee Reimbursement

*Applicants advised of the outcome of the application approx. 8 weeks after round close date.*

Fund	Rounds	Opens	Closes	Timing of Events
<b>Sport &amp; Active Recreation - Strategic Projects (\$100,000)</b> Upgrade of existing or building of new facilities where the organisation has land tenure.	1	1 August	31 August	<i>Project must be completed within 18 months</i>
<b>Sport &amp; Active Recreation - Community Projects (\$2,500 - \$30,000)</b> Support for organisations that own, lease or control land to enhance their facilities to enable increased sporting participation.	1	1 August  Additional 1 January	31 August  29 February	<i>Project must be completed within 12 months.</i>
<b>Jumpstart City Heart (\$2000)</b> Support initiatives of organisations, CBD businesses and individuals that contribute to encouraging visitation, overall aesthetics of the CBD, stimulate economy and engage community and visitors.	3	Currently open year-round.		<i>Project must be completed within 3 months.</i>
<b>Environmental Care (\$2500)</b> Provide assistance to the community to undertake initiatives that conserve or enhance the environment across the region. This includes application fees for the annual Tidy towns competition.	1	1 July	31 July	<i>Project must be completed within 12 months.</i>
	2	1 January	29 February	
<b>Plant &amp; Equipment (\$1,000)</b> Assist community organisations with costs for procuring specified plant and equipment by wet hire of Council machinery (i.e Council staff operated). <i>Applicants advised of the outcome of the application approx. 8 weeks after round close date.</i>	1	Currently open year-round.		
<b>Development Application Fee Reimbursement (no limit)</b> Fee relief for eligible organisations from Council development application fees. <i>Applicants advised of the outcome of the application approx. 8 weeks after round close date.</i>	1	Currently open year-round.		



## Community Celebration Fund

- Ignite Event
- Impact Event
- Destination Event
- Signature Event

*Applicants advised of the outcome of the application approx. 12 weeks after round closing date*

- Community Event

*Applicants advised of the outcome of the application approx. 8 weeks after round closing date*

Fund	Rounds	Opens	Closes	Timing of Events
<b>Ignite Event (\$10,000)</b> Support for events that contribute to community pride / social outcomes and regional economy. Attract up to 2,500 people.	1	1 September	30 September	April – July
	2	1 January	29 February	August – November
	3	1 May	31 May	December - March
<b>Impact Event (\$25,000)</b> Support for events that demonstrate tourism and regional economy benefits. Attract 2,500 – 5,000 participants. 10% out of region visitors.	1	1 September	30 September	April – July
	2	1 January	29 February	August – November
	3	1 May	31 May	December - March
<b>Destination Event (\$50,000)</b> Designed to support events that are; Well established, well designed, and clearly demonstrate return on investment building community pride, return visitation, regional profile, economic stimulus. Over 5,000 participants. 15% out of region visitors.	1	1 July	31 July	February – July
	2	1 January	29 February	August - January
<b>Signature Event (no limit)</b> Support for events that drive the primary criteria of destination profile, economic impact and overnight visitor expenditure. Attracts visitors that invest in the region. Over 25% out of region visitors.	1	<i>As requested, preferably six (6) months prior to the event.</i>		
<b>Community Event (\$1,500)</b> Support for community led events (including Australia Day) that are run by community organisations for broad public benefit.	1	1 October	31 October	January – April
	2	1 February	29 February	May – August
	3	1 June	30 June	September - December



# Community Education Fund

- Regional Education Program
  - Bursary
  - Educational Development
- School Engagement Subsidy

*Applicants advised of the outcome of the application approx. 8 weeks after round closing date*

Fund	Rounds	Opens	Closes	Timing of Events
<b>Regional Education Fund - Bursary</b> Recognition and reward for academic, attitude, attendance and community contribution for students.	1	No rounds open to the community. Funding provided directly to the educational institutions to administer.		
<b>Regional Education Fund – Educational Development (no limit)</b> To support the continued development of students across the region to enhance academic standards, mentorship and guidance.	1	1 July	31 July	N/A
<b>School Engagement Subsidy (no limit)</b> To support the connection between Council and educational institutions to enhance learning opportunities and engagement with entertainment, art and culture	1	1 November	30 November	January – December
	2	1 April	30 April	June - December



# APPLICATION JOURNEY

## APPLYING

Choose funding stream

Assess eligibility

Funding round opens

Applicant contacts Community Engagement Centre if assistance is required

Submit application via Council's Community Investment Portal

## ASSESSING

Applications collated at closing date of funding round

Community Investment Panel or Officer Assessment

Applications assessed and a rating is applied

Report prepared for Council consideration (if applicable)

## DECISION

Officer / Council Decision

Applicants notified of decision

Feedback provided to unsuccessful applicants

Letter & Funding agreement (if applicable) Generated.

## REPORTING

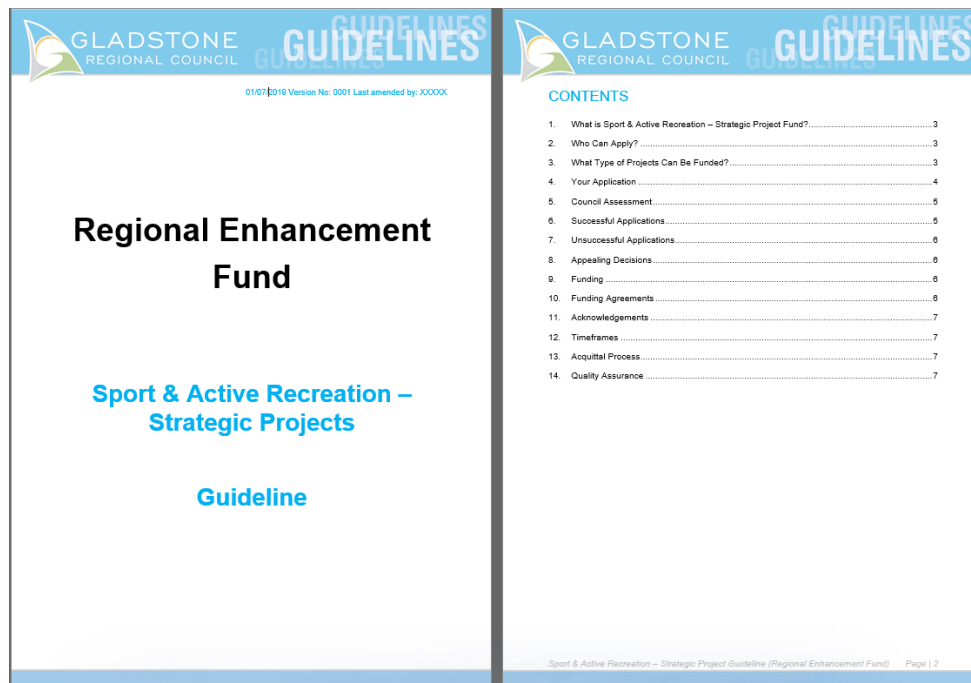
Event/project undertaken

Applicants required to submit an acquittal (if applicable)

# GUIDELINES

**Guidelines have been prepared for each funding stream and can be found on Council's website. The guidelines have been developed to step applicants through the application process:-**

1. What the fund is trying to achieve (objectives).
2. Who can apply.
3. Examples of what type of projects/events can be funded.
4. How to apply (handy hints).
5. Council assessment.
6. What successful applicants are to expect.
7. What unsuccessful applicants are to expect.
8. How to appeal a decision.
9. Funding provided.
10. Funding agreement.
11. Council acknowledgement if successful.
12. Expected timeframe of being notified of decision.
13. Acquittal process.
14. Quality assurance.



# Applying for funding...

All applications for funding through Council's Community Investment Program are processed online through the Smartygrants system.

If you require training in using Smartygrants please let us know and we will look to facilitate training sessions in the near future.

Please refer to Gladstone Regional Council's Fundseeker Toolkit for further hints and tips to help with your application.



## SmartyGrants

Software & data science for revolutionary grantmakers

<https://applicanthelp.smartygrants.com.au/help-guide-for-applicants/>



***Mandatory attachments and information are marked with a \*. You will not be able to submit the application if a mandatory document is missing.***



# Acknowledgement

As a condition of funding you are required to acknowledge Council's support of your event/project.

The level of acknowledgement depends on the funding amount you receive from Council.

Further information on the levels of acknowledgement requested can be found in the FundSeeker toolkit.



Community Investment Program	Acknowledgment Statement	Promotional Tool Requested		
		Logo on Promotions	Sticker (if equipment purchased)	Signage (if applicable)
<b>Connected Communities Fund</b>				
- Community Hall Subsidy	✓		✓	✓
- Sport & Recreation Operations	✓		✓	✓
- Performing Arts	✓	✓	✓	✓
- Historical Heritage & Museums	✓	✓	✓	✓
- Charity Waste Tipping Waiver	✓	✓		
<b>Regional Enhancement Fund</b>				
- Sport & Active Recreation – Strategic Projects	✓	✓	✓	✓
- Sport and Active Recreation – Community Projects	✓	✓	✓	✓
- Jumpstart City Heart	✓	✓		✓
- Environmental Care	✓	✓		✓
- Plant & Equipment	✓			
- Development Application Fee Reimbursement	✓			
<b>Community Celebration Fund</b>				
- Ignite Event	✓	✓		✓
- Impact Event	✓	✓		✓
- Destination Event	✓	✓		✓
- Signature Event	✓	✓		✓
- Community Event	✓	✓		✓
<b>Community Education Fund</b>				
- Regional Education Program	✓	✓		
- School Engagement Subsidy	✓	✓		

# Assessment

- ✓ Assessment at Community Investment Officer level or Community Investment Panel/Council decision level – defined in the policy.
- ✓ Assessed against the eligibility and key selection criteria/objectives + evidence provided to support this.
- ✓ Each KSC is weighted based on its importance and relevance.

**COMMUNITY CELEBRATION FUND - ASSESSMENT AND EVALUATION - Signature Events**

<p><b>KEY SELECTION CRITERIA [KSC] Must meet at least six objectives</b></p> <p>KPI 1: Drives social and community outcomes, including community pride and cohesion (22.5)</p> <p>KPI 2: Enhance the profile and appeal of the Gladstone region (22.5)</p> <p>KPI 3: Generates economic activity in the Gladstone region (20)</p> <p>KPI 4: Demonstrates financial sustainability (5)</p> <p>KPI 5: Demonstrated environmental sustainability (5)</p> <p>KPI 6: Attracts external visitation specifically generating overnight visitor expenditure</p>		<p><b>RATING MATRIX</b></p> <p><b>Green</b> = An overall score of 65.5% and above demonstrates that an application has met or exceeded all KPIs. The Assessment Panel may favourably recommend the application for the full funding sought.</p> <p><b>Orange</b> = An overall score between 51% to 65% demonstrates that an application has met or exceeded a KPI(s) but mostly marginal evidence in others. The Assessment Panel may choose to recommend funding the application based on scores received for KPIs with high weighting and overall alignment to Community Celebration Fund objectives.</p> <p><b>Red</b> = An overall score of 50% or less demonstrates that an application has mostly provided marginal evidence across all KPIs. The Assessment Panel may still choose to recommend the application for part funding based on some evidence of meeting the objectives of the Community Celebration Fund objectives.</p>

***Applications will only be assessed on the information provided, therefore it is extremely important to make sure you supply all the information that is requested by Council.***





# Acquittal

An acquittal is a report submitted funding recipients detailing project or event outcomes and how funds received from Council were spent.

The acquittal needs to include;

- a) *How the event/project met the objectives your organisation identified in the application.*
- b) *Met the entitlements requested by Council within the Sponsorship Agreement/confirmation letter.*
- c) *Met any additional objectives identified by Council within the Sponsorship Agreement.*

**Organisations that receive funding that requires an acquittal but fails to submit will NOT be considered for further funding through the Community Investment Program.**

*Acquittals will only be assessed on the information provided, therefore it is extremely important to make sure you supply all the information that is requested by Council*

# Community Benefit

We accept that no one sponsorship, grant or donation policy will serve the needs of all Gladstone Regional Council Ratepayers. Our approach, in line with best practice, is to provide funding and sponsorship for a variety of initiatives and events, that as a whole, serve the diverse interest of the community that make up our ratepayer base.

Our process is – transparent and has been developed in the best interests of the Gladstone Region rate-payer at the core of policy development. Following best practice standards in grant management.



## Need more information or help?



[cas@gladstone.qld.gov.au](mailto:cas@gladstone.qld.gov.au)



(07) 4976 6300

Community Engagement Centre



[www.gladstone.qld.gov.au](http://www.gladstone.qld.gov.au)



# Helpful Resources



GLADSTONE  
REGIONAL COUNCIL

**COMMUNITY**  
Investment Program  
*Fundseeker Toolkit*



*Connecting Council and Community*

## GLADSTONE REGIONAL EVENTS STRATEGY

2019 - 2024



## GLADSTONE REGION VISITOR ECONOMY STRATEGY 2025







**[www.gladstone.qld.gov.au](http://www.gladstone.qld.gov.au)**