

Policy 1.09 Community grants, donations and sponsorship

Directorate	Business and Governance
Responsible Officer	Director Business and Governance

Table of Contents

1.1	Introduction	2
1.1.1	Scope	2
1.1.2	Purpose	2
1.2	Definitions	2
1.3	Legislation	2
1.4	Implementation	2
1.4.1	Policy statement	2
1.4.2	Responsibilities	3
1.5	Supporting documents	3
1.5.1	BVSC Procedures that relate to this Policy	3
1.5.2	BVSC policies that relate to this policy	3

1.1 Introduction

1.1.1 Scope

This policy describes the processes implemented to facilitate and manage the distribution of funds including grants, donations, sponsorships, scholarships and in-kind (non-cash) support to the community across all sections of Council. This policy is supported by Council's [Community Grants Program guidelines](#). It also describes the processes to facilitate Council seeking sponsorship for a Council-led event or program, excluding formal grant applications.

1.1.2 Purpose

To outline Council's position on:

- the provision of funds via grants, donations, sponsorships and scholarships to individuals and organisations in the Bega Valley Shire,
- in-kind (non-cash) support available to the community,
- seeking sponsorship of Council-led events, programs or activities that benefit the community.

1.2 Definitions

Nil.

1.3 Legislation

The *Local Government Act 1993* (NSW) (the Act) provides the legislative mechanism to allow Council to provide funds to the community for the purposes of exercising its functions. Specifically the Act states in Section 356 that:

"(1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions..."

1.4 Implementation

1.4.1 Policy statement

Bega Valley Shire Council demonstrates a commitment to supporting and enhancing community effort through the provision of grants, donations, sponsorship, scholarships and in-kind support that:

- is responsive and based on evidence of community need
- recognises and values the contribution of volunteers and community organisations to improve their communities
- assists those in the community whom on occasions need additional support
- allocates funding support that meets Council's strategic plans
- builds the economic and social capital of the Bega Valley Shire
- celebrates the success of funded activities and Council's contribution
- recognises the capacity within annual budget allocations to respond to and provide in-kind (non-cash) support requests
- allocates and accounts for grants, donations and sponsorships or scholarships in a transparent and equitable way
- does not duplicate funding or activities available through other levels of government
- supports other funding bodies and organisations to provide granting opportunities in the Bega Valley Shire.

At times, Bega Valley Shire Council may seek financial or in-kind sponsorship from businesses and organisations to support Council-led events, programs or activities. Any sponsorship opportunities will be provided in accordance with the following principles:

- local businesses and organisations should have the first opportunity for involvement in sponsorship opportunities
- the values of the business or organisation must align with Council's values and the goals of the Community Strategic Plan
- recognition of sponsorship will be determined based on the value of the sponsorship but may include written acknowledgements, use of logo, or branding at the event.

1.4.2 Responsibilities

1.4.2.1 Elected Council

Approve and adopt this policy for official use by Council.

1.4.2.2 Chief Executive Officer (CEO), Leadership Executive Group (LEG)

The Chief Executive Officer and Leadership Executive Group will ensure that sound business principles are reflected in the development and implementation of this policy and related procedures. Annual review of budgets will ensure available resources are appropriately identified and allocated to support this policy and the community.

1.4.2.3 Corporate Planning and Improvement

Corporate Planning team will be responsible for implementation of this policy, development of related procedures and guidelines, administration of Council's Community Grants Program and oversight of donations, sponsorships and in-kind contributions provided by Council.

1.5 Supporting documents

1.5.1 BVSC Procedures that relate to this Policy

Procedure No.:	Procedure Name	External or Internal Procedure
	Community Grants Program guidelines (under development)	External

1.5.2 BVSC policies that relate to this policy

Policy No.:	Policy Name
6.06	Financial Management

Note: Policy details may change from time to time. To ensure you are viewing the most recent version please view Council's adopted policies and procedures on Council's website: www.begavalley.nsw.gov.au