

Intent

This policy provides a framework for determining when Tablelands Regional Council (TRC) will provide a grant for activities and ensures that a fair and transparent process is used for the allocation of grants.

Scope

This policy applies to any individual or organisation seeking funding support from TRC to deliver activities which will contribute to corporate and community objectives in line with the [TRC Corporate Plan 2021–2026](#) and [Tablelands 2030+ Community Plan](#).

Policy Statement

TRC will provide grants to support youth excellence, and eligible organisations or individuals to deliver activities that seek to create community, economic and environmental outcomes for our residents and region.

The following principles will be applied when determining grant arrangements:

- Community benefit – funded activities must provide economic and/or cultural benefit to the community.
- Alignment – funded activities must align with TRC’s priorities and desired community outcomes in the Corporate Plan 2021–26 and Tablelands 2030+ Community Plan.
- Risk Management – potential risks to TRC will be assessed including conflicts of interest, reputational risks and direct or personal benefits received by Councillors or Officers.
- Accountable decision-making – funding will be provided using transparent processes including application, assessment and acquittal.

The Grant Program Guidelines outline the purpose, eligibility and assessment criteria, funding rounds and suitable activities to be considered when applying for, assessing and administration of grant applications.

Available grants

Funding will be available subject to annual budgets in the following categories:

- Community – up to \$2000 per eligible activity
- Youth Excellence – up to \$850 per eligible youth resident
- Environment – up to \$2000 per eligible activity
- Economy – up to \$10,000 per eligible activity
- Arts, Culture & Heritage – up to \$6000 per eligible activity.

Eligibility

Eligible activities must provide a benefit to our TRC community and be delivered within the TRC region or provide a benefit to a resident (for youth excellence or arts professional development).

Applicants seeking funding must not have any outstanding acquittal reporting, rates, fees or charges due to TRC.

- An individual may apply for the youth excellence or arts, culture and heritage categories.
- An incorporated not-for-profit (NFP) organisation may apply for the community, environment, economy or arts, culture and heritage categories.

- An incorporated NFP organisation may auspice an unincorporated group if they accept all responsibility for the expenditure of funding.
- An incorporated NFP organisation must be based within the TRC region or be able to demonstrate how the proposed activity will directly benefit the TRC region.
- A Parent and Citizens or Parent and Friends Committee operating within the TRC region may apply for the community or environment categories.
- An incorporated business or industry representative body operating within the TRC region may apply for the economy category.

Eligible activities

Community category	<ul style="list-style-type: none"> ● Equipment ● Education and training for volunteers and community ● Establishing new activities
Youth Excellence category	<ul style="list-style-type: none"> ● Youth representing the TRC region in sporting, recreational, academic, arts and culture, or community leadership and/or ambassadorship activities ● A competitive merit-based selection for attending
Environment category	<ul style="list-style-type: none"> ● Regeneration activities ● Climate mitigation and adaptation actions ● Capacity building, education and awareness regarding sustainability and environment management ● Tree stock for plantings
Economy category	<ul style="list-style-type: none"> ● Investment in innovative and sustainable industries ● Tourism grows around adventure, nature-based and ecology ● Diverse employment and training opportunities ● Natural and community led attractions leveraged and managed for sustainable growth ● Industries and activities align to regional strengths ● Agriculture underpins our economy and lifestyle
Arts, culture and heritage category	<ul style="list-style-type: none"> ● Professional skills development ● Cultural tourism development including public art ● Arts, cultural and heritage projects ● Preservation of significant heritage items including stories, sites and collections ● Specialist expertise to train, support, develop and/or produce arts and culture outcomes ● Workshops ● Engagement of youth, Indigenous or culturally and linguistically diverse communities ● Creative development of new work ● Community consultation/arts research

TRC will not consider grant applications for:

- Events supporting through the TRC Sponsorship Policy
- Fundraising activities
- Activities that discriminate, or encourage discriminatory behaviour, promote gambling, smoking and/or consumption of other addictive substances or irresponsible drinking
- Activities that are of an overtly religious or political nature
- Activities that do not adequately mitigate environmental impacts.

Assessment

Applications for grant funding must be submitted to TRC with enough evidence to assess the application.

All applications will be assessed on their merits, considering the Grant Program Guidelines, the framework established by this policy, the annual budget, the provisions of other relevant TRC policies, and in accordance with the *Local Government Act 2009* and the Local Government Regulations 2012.

Applicants must demonstrate that:

- the grant will be used for a purpose in the public interest and in accordance with this policy
- they can deliver the proposed activity
- they can obtain all regulatory approvals for the activity
- they hold an appropriate public liability insurance policy to cover staff, members and general public (if applicable).

Terms & Conditions

Applicants must accept the following terms and conditions prior to receiving a grant:

- Complete the activity within 12 months of receiving funding
- Provide an acquittal report confirming completion of activity and funds spent
- Refund any unspent funds within 28 days
- Acknowledge TRC's contribution to the activity in any media releases, advertising or promotion.

Register

TRC will keep a register of all grants provided for each financial year which will be available publicly.

Context

TRC provides financial and in-kind support to individuals and organisations to help achieve desired community outcomes and improve liveability for residents and the region.

The Local Government Regulation 2012 Part 5 states that a local government may give a grant to a community organisation if it is satisfied that the grant will be used for a purpose that is in the public interest and in a way that is consistent with the local government's community grants policy.

The following financial delegations are in place:

- Coordinator Community Development to approve community, environment and youth excellence grants
- Executive Manager Economic Development to approve economy grants
- Coordinator Tourism, Culture and Events to approve arts, culture and heritage grants.

Relevant Legislation

- *Local Government Act 2009*
- Local Government Regulation 2012 Part 5

Related Documents

- Employee Code of Conduct
- Tablelands 2030+ Community Plan
- Youth Strategic Plan
- Age-Friendly Strategy
- Economic Development Strategy
- Cultural Plan
- Inclusion Advisory Committee Action Plan
- Sport & Recreation Plan
- Tablelands Biosecurity Plan

Corporate Plan Links

This policy aligns with the following Corporate Plan 2021– 26 themes:

- Our community is active, inclusive, connected and empowered.
- Our organisation is progressive, efficient, transparent and collaborative.
- Our economy is growing, diverse, resilient and agile.
- Our environment is valued, managed and healthy.

Human Rights Commitment

Tablelands Regional Council has considered the human rights protected under the Human Rights Act 2019 (Qld) when adopting and/or amending this policy. When applying this policy, TRC will act and make decisions in a way that is compatible with human rights.

Responsibility

Council is responsible for the adoption, amendment and repeal of the policy and the Chief Executive Officer is responsible for the development and amendment of any associated procedures and guidelines relevant to the policy.

This policy is to remain in force until otherwise amended or repealed by resolution of Council.

Adopted By	Council	Responsible Officer	General Manager Community & Corporate Services
Adopted Date	23/11/2023	Review Date	23/11/2026
Version	6	This policy repeals any previous versions.	