

6. ELIGIBILITY

All grants offered through the Whitehorse Community Grants Program are subject to the following essential eligibility criteria:

- 6.1 Applicant must be a Not-for-Profit Organisation or Incorporated Association, as defined in this policy, or be auspiced by an appropriate organisation that meets these criteria.
- 6.2 Applicant must be located in, or operate within the City of Whitehorse.
- 6.3 The funded project, service, program, initiative or activity must take place exclusively within the City of Whitehorse and directly benefit City of Whitehorse residents.
- 6.4 Applicant must provide evidence of current \$20 million public liability insurance coverage or proof of the same coverage by an auspice organisation. Public Liability Insurance must be maintained for the duration of the funding period.
- 6.5 Applicant must provide financial records to show financial viability and demonstrate genuine financial need. If being auspiced, the auspicings organisation is to provide their financial records.
- 6.6 Applicant must have a majority of Whitehorse residents as members or participants in funded project activities.
- 6.7 Application must be submitted by the closing date and time specified for the specific grant round and submitted via SmartyGrants.
- 6.8 Applicants must submit all supporting material when applying. Given the competitive nature of grants, no late submission of supporting documents can be accepted.
- 6.9 Applicants must have successfully completed all reporting requirements for grants received in the previous funding period and have no outstanding debts with Council.
- 6.10 The application cannot be for a project that has already commenced. Council will not fund projects retrospectively.
- 6.11 The application must demonstrate that the funding will be expended by 30 June the following year.

Not funded by the Community Grants Program:

- 6.12 Applications for individual pursuits.

- 6.13 Applications from an organisation that has not satisfactorily acquitted previous grants.
- 6.14 Applications from an organisation that has an outstanding debt to Council and is not maintaining regular repayments. Funding from the Community Grants program cannot be used to repay debt to Council.
- 6.15 Operational costs and core business costs of the organisation e.g., rent or accommodation costs, ongoing fees, mobile phones, bills and insurance fees.
- 6.16 Full-time, part-time or casual salaries or wages or any component of salaries or wages for ongoing positions not specific to the project. Human resource costs that are short term and clearly identified as specific to the project, may be considered.
- 6.17 Capital expenditure (land, buildings, construction works, refurbishment, renovations, playground installation, landscaping, earthworks, etc.), excluding Council buildings on Council land.
- 6.18 Venue hire, rent, lease or other costs associated with accommodation.
- 6.19 Activities that take place outside of Whitehorse.
- 6.20 Uniforms, training tops and promotional clothing.
- 6.21 Funding for competitions, trophies, prizes or awards.
- 6.22 Catering costs for individuals or events.
- 6.23 Reimbursement of personal expenses.
- 6.24 Overnight camps for children and young people.
- 6.25 Political, religious or spiritual activities.
- 6.26 A program, service or activity that is primarily considered the responsibility of State or Federal Government and is part of their core business, for example, the main activity of schools, hospitals or other services.