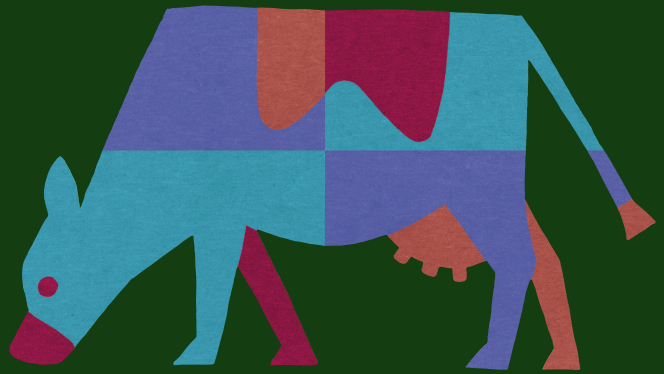




ORGANISATION SPONSORSHIP

Guidelines



This document outlines how Meander Valley Council will assess applications for Community Grants.

We take a grounded and practical approach, ensuring projects reflect the needs and aspirations of our community. Grants are awarded to initiatives that enrich our Valley—whether by strengthening connections, supporting local organisations, or enhancing the places we call home.

Before applying, please read this document carefully. Your application must meet all specified requirements to be considered.

This document outlines the application and assessment approach that the Meander Valley Council will apply to determine allocation for Organisation Sponsorship.

Your application must be in line with the information provided in this document.

What is an Organisation Sponsorship for?

- This sponsorship applies to organisations, groups, sports clubs and service organisations that operate in the Meander Valley local government area.
- This funding aims to provide minor financial support to local organisations, clubs or groups that encourage community wellbeing through participation and volunteering.
- The sponsorship needs to align with the [Community Strategic Plan \(2024-2034\)](#) and the principles of [Meander Valley's Place Brand](#).
- An Organisation Sponsorship is part of Council's Community Grants and Sponsorship Fund to which an amount is allocated annually.

When can I apply?

- Applications are assessed in four rounds per year. You will need to submit your application on or before the tenth day of the month for each round. Round 1 – 10 June; Round 2 – 10 September; Round 3 - 10 December and Round 4 – 10 March.
- Applications must be completed on Council's Organisation Sponsorship form, which can be completed online or downloaded from Council's website.
- It is advisable to contact a Community Wellbeing team member to discuss your project, your application, field any questions and assist you in the application process.

| 3

How much can I apply for?

- Organisations may apply for a maximum sponsorship of \$500.
- Applicants may only apply for one sponsorship per financial year.
- The amount awarded will be at the sole discretion of Council and be subject to sufficient funds in the community grants and sponsorship fund budget.

When will the sponsorship be paid?

- Once the successful applicant supplies the relevant documentation as requested by Council.
- Successful applicants will be paid in the month after the closing date of the grant round they submitted their application to, e.g. payment either in July; October; January or April.
- Sponsorship donations will be paid directly into the applicant's nominated bank account.

Who can get an Organisation Sponsorship?

The following eligibility requirements must be satisfied to be considered for organisation sponsorship.

The applicant must be:

- A legally incorporated association or operating under the auspices of an incorporated body, and/or registered with the Australian Charities and Not-for-Profit Registration Commission;
- A 'not for profit' charitable community group located in Meander Valley, or a charitable organisation outside the Meander Valley local government area that can demonstrate specific benefit to residents from the Meander Valley local government area;
- A school association or legally incorporated sporting club located in Meander Valley.

What is eligible for an Organisation Sponsorship?

To be considered for an Organisation Sponsorship you should demonstrate:

- A clear purpose and need for the sponsorship that is consistent with Meander Valley's Community Strategic Plan (2024-2034) and/or Place Brand;
- The event or activity will occur in the Meander Valley local government area or can clearly demonstrate specific benefit to residents from the Meander Valley local government area;
- Appropriate insurance cover will be maintained for the life of the event or activity planned and that you will indemnify Council against any action which might be brought against the funded event or activity;
- That the sponsorship is being used for an activity that is not part of the organisation's standard annual operating activities, and
- The sponsorship contributes to opportunities such as: increased participation; volunteer training and development; marketing and promotion; development of a new activity; local catering, event insurance; or facility costs.

Do I have to acknowledge the sponsorship?

- Successful applicants are required to acknowledge the Council sponsorship in any relevant event speech or media release and through use of any promotional material provided to them, eg. banners, logos, stickers etc.

How are applications assessed?

Council's Community Grants and Sponsorship Fund Committee assess applications and make recommendations to Council. Council then make decisions based on the Committee's recommendations at the ordinary meeting. The decisions of Council will be final and not subject to review or appeal.

4 | Eligibility does not automatically mean a sponsorship will be approved.

Applications will be assessed at the sole discretion of Council.

Successful applicants will be notified by email of the outcome of their application.

Note: Applications should provide clear responses and attach all the required supportive documentation to the application.

Notification of unsuccessful applications

Unsuccessful applications will be notified by email within 5 working days of a council meeting decision.

Where do I lodge my application?

Applications can be submitted:

- Online via the Meander Valley Council website at www.meander.tas.gov.au/grants-funding
- By email to community@mvc.tas.gov.au
- By mail to Attn: Community Wellbeing Team, PO Box 102, Westbury Tasmania 7303

If you have any questions or require assistance, please contact Council on [6393 5300](tel:63935300).

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the business recipient from the grant program.

Right to Information

Information provided to the Council may be subject to disclosure in accordance with the Right to Information Act (2009).

Personal Information Protection

Personal information will be managed in accordance with the Personal Information Protection Act (2004) and the Council's Personal Information Protection Policy. This information may be accessed by the individual to whom it relates, on request to the Council.

Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Council, as to the accuracy or completeness of the information it contains. Council accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document. Any person relying on this document and the information it contains does so at their own risk. Council does not accept liability or responsibility for any loss incurred by an applicant that is in any way related to the program.

