

This document outlines the Expression of Interest (EOI) and assessment process that the Meander Valley Council (Council) will apply to determine support for a Recovery Event Sponsorship. Your EOI must be in accordance with all information specified in this document.

What is Recovery Event Sponsorship for?

- This program aims to assist in the recovery from the impacts of COVID-19 by re-establishing community relationships and rebuilding community connection through encouraging participation in enjoyable public events in the Meander Valley local government area (LGA).
- Recovery Event Sponsorship is part of Council's COVID-19 Community Care and Recovery Package. An amount of \$36,500 has been allocated to support not-for-profit community groups and/or business consortia to develop community-led events that are inclusive and engage the community.

When can I submit an EOI?

- EOIs will be open from 12 September 2020 and remain open until funds are expended.
- EOIs can be submitted online via Council's website or on Council's Expression of Interest Form, which can be downloaded from Council's website.
- Applicants should discuss their EOI with the Community and Lifestyle Officer before submission.
- Submissions must be received six weeks prior to the proposed event date to be considered.
- EOIs should contain clear responses and supporting evidence. Council is not obligated to seek additional information before assessing an EOI.

What can I apply for?

- Not-for-profit community groups and/or business consortia may apply for one of the following sponsorships:
 1. **Small community event** – maximum of \$2,500 for events run between 1 October 2020 and June 2021.
 2. **Large community event** – maximum of \$5,000 for events to be held between 1 January and 30 June 2021.
- Applicants are only entitled to receive one amount of funding from Council for their event.
- The amount awarded will be at the sole discretion of Council, having regard to the assessment criteria and subject to sufficient funds being available.

Who can get a sponsorship?

To be eligible to apply for a Recovery Event Sponsorship applicants must:

- Be legally incorporated or operating under the auspices of an incorporated body, registered with the Australian Charities and Not-for-Profit Registration Commission; OR be a legally incorporated business demonstrating collaboration with other businesses or community groups;
- Be registered in Australia for taxation purposes with an active ABN;
- Be located and operating in the Meander Valley LGA;
- Be seeking funds to support an upcoming event and not retrospective funding;
- Not be subject to any legal impediment or adverse circumstances;
- Be able to obtain any required planning, health or traffic permits for the proposed event;
- Be able to provide a COVID-safe event plan; and
- Demonstrate that the event will have appropriate insurance cover for the life of the event and will indemnify Council against any action which might be brought against the funded event.

What are eligible events?

To be considered, an applicant must demonstrate that the proposed event:

- Will be held before 30 June 2021 for a small event sponsorship (\$2,500) and between 1 January and 30 June 2021 for a large event sponsorship (\$5,000) subject to COVID-19 disease emergency restrictions;
- Will occur in the Meander Valley LGA;
- Will be open to the general community, promote inclusion, encourage volunteer involvement and be designed for social benefits; and
- Has a practical budget and viable plan appropriate to the scale of the event.
- Has in place a viable COVID-safe event plan appropriate to the scale of the event.

(see <https://www.business.tas.gov.au/coronavirus-information/event-framework>).

How are EOIs assessed?

Eligibility does not automatically mean a sponsorship will be approved. Council's Community Grants Committee will assess EOIs and make recommendations for approvals.

Expressions of interest for sponsorship will be competitively assessed on the following:

- Potential to bring community benefit (e.g. re-establish community relationships, focus on inclusion and fostering community spirit);
- Extent of benefit to the community and value for money (e.g. is it a local, township or regional event; is it community-led, supporting local talent and business); and
- Capacity to deliver the event (e.g. practical budget and viable plan).

The General Manager has delegated authority to approve the recommendations of the Committee. The decisions of the General Manager will be final and not subject to review or appeal.

Applicants will be notified by email of the outcome of their EOI and successful applicants will be required to sign a Sponsorship Agreement before payment is made.

When will approved sponsorships be paid?

- Sponsorships can be paid following the signing of a Sponsorship Agreement with Council.
- Funds will be paid directly into the successful applicant's nominated bank account.

Where do I lodge my EOI?

- Online via the Meander Valley Council website at www.meander.tas.gov.au
- By email to nate.austen@mvc.tas.gov.au
- By mail to Attn: Community & Lifestyle Officer, PO Box 102, Westbury Tasmania 7303

All necessary supportive documentation must be emailed or attached to your application form for it to be considered. You are encouraged to discuss your application with Nate Austen, Community and Lifestyle Officer on 6393 5366.

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 sponsorship applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the recipient from the sponsorship 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

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