



Environmental Grants Program Criteria

Guidelines:

The purpose of the Environmental Grants Program is to:

- Consistently manage the large number of requests for funding that Council receives, and
- Offer not for profit community, environmental, service groups and associations with financial assistance that provide benefit to the local and regional environment.

The available grant amount is up to \$5000. Larger amounts will be considered but allowance for part funding of your proposal should be addressed within your application. Funds are not provided on a recurrent basis and funding success does not guarantee Council contributions in future years.

Applicants seeking funding for events should apply for the Event Support Program run by Mount Barker District Council in April.

Definitions

Community not for profit group – a not for profit community organisation with representation within the boundaries of the Mount Barker district that uses its funds to help pursue its goals of providing benefits to the community.

How do I apply?

Complete the online form via the grant application service powered by SmartyGrants. Ensure to include all relevant attachments and submit prior to the closing date.

Current grant rounds can be accessed via www.mountbarker.sa.gov.au/communitygrants To submit an online application, you will need to register. If you've previously registered, you can simply login.

If you are completing an application as part of a group or team, a number of people can work on an application using the same log in details so long as only one person is accessing the application at any one time. Ensure you save as you go.

Assessment Criteria

Environmental grant applications will be assessed against the following criteria:

- The applicant must fit within the definition of a Community not for profit group.
- The applicant must be able to show evidence that their group or proposed activity has mostly local membership or participation. *E.g. membership numbers, percentage of members residing in the district.*

- The activity/project demonstrates alignment to Council's Community Plan, theme Ecological Sustainability
<https://www.mountbarker.sa.gov.au/council/plans/community-plan> and Council's Environment Strategy
<https://www.mountbarker.sa.gov.au/community/environment/environment1>
Projects should support regional environment plans and strategies where possible
- The applicant can demonstrate the ability or capacity to achieve measureable outcomes for the environment and ongoing benefits to the environment
- Demonstrate the activity or project is relevant to the Mount Barker District Council area
- The applicant must be able to demonstrate need for funding support. *E.g.: financial statement to show that without additional funding the activity could not be undertaken.*
- The applicant must demonstrate financial or in kind contribution by the group and/or from other sources. Applicants must seek other funding where available. Consideration should be given to multiple funding sources and applications should demonstrate partnerships.
- The applicant can:
 - claim the grant in the financial year that it is allocated,
 - expend and acquit the money within 12 months of the grant being approved at an Ordinary Council meeting, and
 - complete activities to the satisfaction of Council, and
 - recognise Council's financial contribution.
E.g.: show a project plan or quotes to deliver the activity.
- The applicant's activity/project will not:
 - Fund activities or projects that are the core responsibility of a state or federal government department, though contribution to components that expand on the core responsibilities may be considered;
 - Request funding for a project that is in progress or is already completed;
 - Be used for monetary profit;
 - Be used for activities that are the legal responsibility of the land owner/ applicant.

How are Environmental Grants Assessed?

The Mount Barker District Council's Grant Assessment Panel undertakes the assessment of applications and provides recommendations to the full Council for consideration regarding approval of Annual Grants. The Committee consists of:

- Four Elected Members as appointed by Council which may include an additional Chairperson (voting),
- Council's Environmental Project Officer (non-voting), and
- Other Council staff members as appropriate (non-voting)

The Committee provides recommendations based on the applications which best address the assessment criteria and meet Council's current strategic priorities. All recommendations of the Committee are presented to Council for consideration at the next available Council meeting.

Council sets an amount for Environmental Grants in the Annual Business Plan. It is possible that Council will be asked for more funding than it is able to provide in any one grant round. In this case not all applications may be successful or applicants may not receive the full amount applied for.

What happens if your application is successful?

Once the recommendations of the Committee are endorsed at the Council meeting, applicants will be asked to supply an invoice for the payment of the grant to be processed.

What if the Council doesn't approve your application?

Council will provide you with feedback about why your application was unsuccessful. The Council's Environmental Project Officer can offer guidance and assistance with other funding opportunities.

What happens if grant funds are not claimed, spent or acquitted?

All grants must be claimed in the financial year that it is allocated and expended and acquitted within 12 months of the grant being approved at an Ordinary Council meeting. If grants are not utilised within the given time, all grant funds allocated will be forfeited and will be required to be returned to Council. Failure to complete the required Environmental Grant acquittal satisfactorily may result in the applicant being ineligible for future Council grants.

Do you have a question or need help?

If you need help to fill out the forms or if you have a question about the Environmental Grants Program, please don't hesitate to contact the Environmental Project Officer on 8391 7200 or email council@mountbarker.sa.gov.au

Recognising the Council's Contribution

One of the conditions of receiving funding through the Environmental Grants Scheme is that the recipients recognise the Mount Barker District Council's contribution.

This recognition is obviously proportional to the amount of funding received. Below are some suggested ways that you can recognise Council's contribution.

- Include the Mount Barker District Council logo on your printed material (this needs to be approved by Council before released to the public)
- Acknowledge the Council's contribution in your media releases, programs or posters
- Acknowledge the Council's contribution during radio and other media interviews
- Recognise the Council's contribution with on-site signage (if this includes Council's logo, this needs to be approved by Council before being released to the public)