

### Introduction

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Council recognises the significance that events play in delivering social, cultural, economic and promotional benefits to the community.

### Purpose

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The Shire of Capel will consider requests for grants from organisations for the development and implementation of events in the Shire.

### Policy statement

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Financial support is available to assist organisations host sustainable events that:

- encourage visitors to the Shire;
- produce economic, environmental or social benefits;
- encourage community engagement;
- raise the Shire's profile as an 'event friendly' location;
- link to the Shire of Capel's Strategic Community Plan (as amended)
- are open to the general public; and
- are held in the Shire of Capel.

#### Funding Guidelines

Two rounds of funding may be considered each financial year. The first round will open in July, and a second round may be considered in January subject to remaining funds. Each round will stay open for one month.

Conditions and requirements are as follows.

- Only one application per group will be funded each financial year.
- The maximum amount provided per application will be \$10,000. The Shire's role is that of 'complementary' funder and it is anticipated that most organisations will make a contribution from their own resources.
- The proposed event must take place within the financial year that funding is made available.
- Prior approval must be sought for any substantial change of proposal after funding has been approved.
- Project and financial reports must be submitted to the Shire of Capel on the form provided within one month of event completion.
- Applicants must consider health impacts of the event and avoid the potential for harm.
- Events should contribute to healthy lifestyles, and the protection of health and equity.
- Applicants should consider minimising the environmental impact of their event.

#### Acknowledgement

It is expected that organisations that receive funding through the Event Sponsorship Application will:

- Acknowledge Council support in advertising, promotions and media releases;
- Utilise Council's logo where approved; and
- Abide by any other conditions placed on the approval of sponsorship.

## Application

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This Policy applies to community groups, clubs and organisations (including for-profit groups) that are considering conducting an event that is of community benefit and require financial assistance to support their event.

## Procedure

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|----------------------|--------------------------------|---------------------|---------------|
| <b>Department:</b>   | Community Services             | <b>Next review:</b> | December 2021 |
| <b>Reviewer:</b>     | Director Community & Corporate | <b>Legislation:</b> |               |
| <b>Adopted:</b>      | Minute OC011, 26.02.20         | <b>Delegation:</b>  |               |
| <b>Amended:</b>      |                                | <b>Risk:</b>        |               |
| <b>Policy ref #:</b> |                                | <b>Version:</b>     | 2             |