

COMMUNITY PARTNERSHIP FUNDING PROGRAM

Policy Number:	2008/06	Directorate:	Community Services
Approval by:	Council	Responsible Officer:	Manager Community Wellbeing
Approval Date:	22 January 2018	Version Number:	1
Review Date:	22 January 2021		

1. PURPOSE

To guide the allocation, management and review of Community Partnership Funding Grants provided to assist Knox based community organisations whose work in the municipality addresses specific community needs and Council's strategic objectives.

2. CONTEXT

Each year Council provides recurrent funding support to a range of not-for-profit community organisations that deliver specific services of benefit to the Knox community.

The funding, known as Community Partnership Funding Grants, assists with the ongoing operational costs incurred in the delivery of agreed community outcomes.

Funding agreements are established with specific community organisations that have successfully submitted for funding to support the valued and demonstrated services that they provide in Knox. The funding reflects the evolution of historical partnerships between Council and locally based organisations to address local community priorities and identified strategic service requirements.

The Community Partnership Funding Policy is underpinned by the following principles:-

1. A focus on outcomes for Council and the Knox community;
2. The ability to respond to current and changing needs;
3. Facilitation of cost effective services that deliver Knox Community and Council Plan objectives;
4. Consistent, transparent and equitable processes;
5. Accountability for funding;
6. Commitment to continuous improvement and regular review; and
7. Providing certainty for community organisations.

3. SCOPE

This policy applies to the grants allocated through the Community Partnership Funding program.

The policy does not apply to the funding allocated to Senior Citizens' Clubs in connection to use of specific Council facilities.

4. REFERENCES

4.1 *Knox Council and Community Plan 2017-2021 (incorporating the Council Plan)*

4.2 *Relevant Legislation*

- Local Government Act 1989 – Local Government Charter, Financial Management,

4.3 *Charter of Human Rights*

- This policy has been assessed against and complies with the charter of Human Rights.

4.4 *Related Council Policies*

- Minor Grants Policy
- Community Development Fund Policy

4.5 *Related Council Documents*

- Community Partnership Funding Guidelines

5. DEFINITIONS

Detail any definitions within the policy.

Council	Means Knox City Council, whether constituted before or after the commencement of this Policy.
Community Organisation	A not-for-profit /profit for purpose legal entity which provides services, support or activities to the Knox Community.
Contestability	Opportunity for other organisations to submit proposals for identified funding priority categories
Identified Funding Priority Categories	A range of services and community activities which address local community priorities and identified strategic service requirements to to achieve Council and community aspirations.
Operational costs	Includes building rental, utilities, staffing and administrative costs relevant to the agreed service/program objectives
Operational funding	Funding provided to support the operating costs of not-for profit services associated with agreed service/program objectives
Funding Agreement	An agreement between the funding recipient and Council that documents the agreed objectives of the services to be delivered to the community and the annual reporting and accountability requirements for the funding

6. COUNCIL POLICY

- Council will provide a budget allocation each financial year for the Community Partnership Funding Program to support not-for-profit, community organisations in delivering services/activities which are determined to be of benefit to the Knox community and which reflect Council's vision and strategic objectives.
- Council will call for submissions for Community Partnership Funding every four years to provide transparency and the potential for contestability where appropriate.
- Submissions will be assessed by an internal staff Assessment Panel that will make recommendations to Council.

The assessment of submissions will be undertaken in accordance with Community Partnership Funding Program operational procedures and guidelines that reflect the principles of the Community Partnership Funding Policy (see Clause 2 above). These principles will be reflected in the following:

- Eligibility criteria;
- Funding objectives; and
- Service priorities.
- Council will consider approving funding agreements based on a four year term. Council reserves the right to terminate the funding agreement based on unsatisfactory performance.
- In the event that a funding agreement is terminated by a recipient organisation any time up to six months before the end of the funding period the subject grant opportunity will be readvertised to enable the reallocation of funding for the remainder of the period. If the termination occurs within six months of the end of the funding period, Council may choose not to readvertise until the commencement of the new funding period.
- Funding agreements will be developed to reflect different levels of complexity, funding and partnership, in accordance with best practice for contemporary local government grants arrangements.
- All agreements will include a review process to be undertaken after two years to assess performance of the funded organisation in accordance with the funding agreement.
- Council will determine the four year round of funding categories on the basis of the Knox Community and Council Plan priorities and in response to identified service needs for the Knox community.