

FACT SHEET

ALCOA WAROONA MICRO GRANTS FUND (Up to \$2,000)

1. Aim

The Alcoa Waroona Micro Grants Fund (AWMGF) is a partnership between Alcoa of Australia and the Shire of Waroona. It aims to support groups to:

1. Build and strengthen their organisational capacity or sustainability; or
2. Deliver events, projects, programs or facilities that benefit Waroona communities or address a well evidenced need, effectively contributing to building a vibrant, inclusive and healthy community.

2. Objectives

Projects must align with the Shire of Waroona 2030 Strategic Community Plan, with funding applications meeting at least one of the following key priority areas:

- Pursue a social environment that is accessible and inclusive to all ages and abilities
- Grow and develop and an age-friendly community
- Become a youth engaged and supportive community
- Develop and facilitate events of a local and regional scale
- Ensure the safety of the community
- Connect the natural assets, waterways, parks and reserves to the community
- Promote a mentally and physically healthy community
- Support local community, sporting and recreational groups and initiatives
- Foster and value our volunteers
- Support and enhance health services in Waroona
- Preserve areas and materials of historical significance throughout the Shire
- Foster arts and culture throughout the Shire
- Support, embrace and celebrate our local Aboriginal community
- Support community initiatives to refresh the appearance of the Waroona town centre

3. Funding Rounds

Applications will be invited twice per year as per the following timetable:

Round	Open	Close	Notification By
Round 1	1 December	15 February	5 April
Round 2	1 June	15 August	6 October

4. Grant Pool

Each financial year, \$30,000 is made available for the AWMGF and distributed into two equal funding rounds.

The AWMGF offers a maximum grant allocation of \$2,000 per community group or organisation in any given financial year.

Applications for multiple projects with a grant request totalling not more than \$2,000 may be considered. Organisations wishing to submit multiple projects should do so on separate applications and should prioritise their activities.

If an application request is over \$2,000, it will not be eligible for funding under the AWMGF.

5. Eligibility

Eligible applicants must meet the following criteria:

- Applicants must be located within the Shire of Waroona.
- The project/event must be held within the Shire of Waroona.
- Applications will be submitted on the official application form and received by the Shire of Waroona prior to the closing date.
- Applicants must be an incorporated not-for-profit organisation or auspiced by one.
- Applicants must hold current public liability insurance.
- Applicants must not have outstanding acquittals with the Shire of Waroona or Alcoa Australia.
- Applicants agree to comply with Local, State and Commonwealth laws applicable to the approved project or event.
- The event or project is not retrospective and will occur or commence following the notification date.
- Applications must align with at least one of the key priority areas as identified in the Shire of Waroona 2030 Strategic Community Plan.

The Shire reserves the right to request the applicant to submit the most current audited financial statement or the latest treasurer's report covering the previous 12 months, or, previous financial statements relating to the project/event.

6. Events/Projects

The event/project must:

- have a clearly stated purpose and a practical plan for achieving this purpose;
- include a realistic, clear and comprehensive budget complete with quotes for all items and a proposed timeline for completion;
- demonstrate the need and/or benefits to community,
- detail the number of participants and if they target a specific audience such as youth, seniors, people with disability, families or Aboriginal and Torres Strait Islander people.

Applicants demonstrating the following will be particularly well regarded:

- partnerships with other community organisations;
- fundraising and/or funding from other sources;
- projects/events that haven't previous funding, including in-kind support, from Council within the past three years.

Funding shall not be considered:

- where applications are received after the closing date or are incomplete;
- for projects that have already commenced or do not provide enough lead-time for funding conditions and acknowledgement requirements to be met;
- where projects are considered to be a private, commercial or individual responsibility;
- for recurrent maintenance, operating costs or bonds; or
- for events held outside the Shire of Waroona.

7. Funding Conditions

- Recipients will be required to enter into a formal Grant Agreement committing to comply with the terms on which the funding is provided and the lodgement of acquittal documentation following the completion of the project.
- Recipients will be required to acknowledge the Shire's and Alcoa Australia's support and contribution in promotional material, media releases or other public documents relating to the project or event, where possible, including invitation to formal opening etc.
- Acquittal documentation is to be submitted to the Shire of Waroona within 90 days of completion of the project or event, on the approved acquittal and evaluation forms provided.

Alcoa Australia and the Shire of Waroona reserve the right to part-fund, defer or seek additional information relating to an application.

9. Further information

If you have any queries, or would like to discuss your application idea further, please contact Shire of Waroona Manager Community and Communications, Jade Salpietro, on 9733 7800 or email csc@waroona.wa.gov.au.