

ALCOA WAROONA SUSTAINABILITY FUND

Grant Guidelines

Aim

The Alcoa Waroona Sustainability Fund aims to assist community groups and/or organisations domiciled within the Shire of Waroona to deliver projects that make a positive contribution towards economic, social, recreational and environmental sustainability of communities based in the Shire of Waroona.

Objectives

To be eligible, project applications must align with at least one of the following key priority areas:

- Capital Improvements
- Public Space Enhancement
- Durable Equipment
- Economic Development
- Environmental Sustainability
- Education and Training
- Community Welfare
- Other

Funding parameters

An upper funding limit has not been set, this will be determined by the Shire on the recommendation of the Alcoa Waroona Sustainability Fund Advisory Committee (AWSFAC) based on the strength of applications received. It is expected that no individual application will be less than \$10,000 or exceed an amount of \$50,000.

Applications for funding in excess of \$50,000 may be accepted but only where the application has demonstrated a well-developed project of high community value. Projects requesting higher funding amounts should consider sharing planning documents to strengthen their application, such as:

- Project Management Plan;
- Feasibility Plan and/or;
- Asset Management and Renewal Plan.

The AWSFAC reserves the right to request the applicant's audited financial statement, treasurer's reports or financial statements relating to the project or event, should it feel it is appropriate.

Eligibility

Eligible applicants must meet the following criteria:

- Applicants must discuss their project proposal with a Shire Officer prior to submitting the grant application;
- Applications will be submitted on the official 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;
- Applicant agrees 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 Fund's key priority areas.

Exclusions

Projects that are ineligible for consideration through the Fund include;

- 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 private, commercial or individual responsibility;
- For recurrent maintenance, operating costs or bonds;
- Primarily for political, lobbying or promotional purposes;
- Primarily for religious purposes;
- Illegal or against public policy;
- Primarily for carrying on a commercial enterprise to generate surpluses;
- For profit entities that sell religious books, artefacts and other materials;
- Projects considered the responsibility of another Government Department and/or;
- Projects held outside the Shire of Waroona.

Funding Conditions

Applicants must adhere to the following conditions of funding;

- Recipients will be required to enter into a formal Grant Agreement with the AWSFAC;
- 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 the completion of the project or event on the approved acquittal and evaluation forms provided.
- It is a requirement of the Fund that you discuss your project with a Shire Officer. Please contact 9733 7800 to speak to a member of the Shire of Waroona Community Development. Please do not construe discussions as an approval of this grant.

The AWSFAC reserves the right to part-fund or seek additional information relating to the application.

Submitting your application

Applications can be submitted in the following manner

Post	In Person	Email
Alcoa Sustainability Fund Shire of Waroona PO Box 20 WAROONA WA 6215	Shire of Waroona Administration Centre 52 Hesse Street WAROONA WA 6215	warshire@waroona.wa.gov.au