DISTRICT COUNCIL OF Streaky Bay
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GRANTS, SPONSORSHIP AND DONATIONS POLICY

Policy No: **DCSB-SCC-17.03**	Approved on: **19 May 2026**	Administered by: **Community Development Manager**
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Classification: **Strategic Management**		
Strategic Plan link: Community *Encourage active contributions* *Facilitate connected communities* Livability *Provide equitable services, infrastructure, and activities that promote positive health and wellbeing outcomes for everyone*		
References and related Policies, Procedures and Forms: *Local Government Act 1999* Local Government (Financial Management) Regulations 2011 Community Grants Program Guidelines Community Grant Application Form Procurement Policy		

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1. Introduction

The District Council of Streaky Bay is committed to supporting local events, projects, programs and activities. Council recognises the role Sponsorship Grants and Donations provides in building capacity and supporting innovative, community lead projects that contribute to achieving Strategic goals.

The purpose of this policy is to outline the various funding available to the community and provides its administration with principles and guidance for awarding of sponsorship, grants and donations to groups and individuals and applies to all areas of council community fund giving.

This policy is to be read in conjunction with other relevant Council policies and procedures, including the Community Grant Guidelines.

2. Strategic Focus

This policy is designed to assist with key outcomes from Council's Strategic Plan;

A Welcoming and Cohesive Community that encompasses volunteering, events, and promotion of community wellbeing.

A robust and adaptive economy that provides sustainable employment that encompasses events, tourism, and economic prosperity.

A healthy and natural environment and attractive build environment that shall potentially be contributed to through the giving of grants and donations.

3. Objectives

The objectives of this policy are:

- To deliver grants, donations and sponsorship that reflects strategic objectives
- To ensure a consistent approach to all areas of grant giving
- To deliver grant giving that is accountable, fair, and equitable
- To maximise Community outcomes through the investment of public monies
- To offer non-profit community group and organisations the opportunity to obtain funding through community grants, sponsorships, and donations
- To demonstrate community collaboration and partnership

4. Definitions

Grant: Financial contribution for specific activity upon receipt of an application through Council's formal program. The grant must be used for the project identified and delivered in line with the approved submission.

Sponsorship: A financial or in-kind contribution in return for a specified benefit to Council. Activities sponsored may include community events, community education programs, local conferences.

Donation: A contribution or gift with no return benefits expected. Examples of acceptable donations may include but not be limited to registered community or charitable organisations seeking ad hoc or crisis funding; events that display a strong and relevant benefit to the local community.

5. Policy Statement

The purpose of giving funding is to assist community groups and not for profit organisations within the Council area to establish and undertake innovative projects or activities that are beneficial to the community and align with Council's strategic plan.

5.1 Community Grants

5.1.1 Eligibility

Applications will be considered from community groups which reside in the District Council of Streaky Bay or provide a significant benefit to the community and meet the eligibility criteria and requirements of the grant for which they are applying. Eligibility criteria includes but is not limited to these guiding principles;

- applications will only be considered by groups who are residents within the District Council of Streaky Bay or provide a significant benefit to the community
- applicants must be (or apply under the auspice of) an incorporated, not for profit community group or voluntary association
- grants are assessed to ensure a diverse range of initiatives that benefit the community are supported
- approval for a previous grant application does not guarantee approval of future or subsequent grant applications
- where an event is being held in the district the event must have a clear benefit to the district (just holding your event in the area does not guarantee a successful grant)
- applications from religious institutions will not be considered unless there is clear, far reaching community benefit from the project proposed
- applications will not be considered if the applicant has an outstanding debt owing to Council (excluding community loans where terms and conditions are being met) or an outstanding grant acquittal from a previous funding round
- applicants must be able to demonstrate financial viability and the capacity to manage and acquit the funding grant if successful
- It is a condition of receiving funding that the successful applicant will assume all responsibilities including public risk and/or any other appropriate insurance cover for the project
- Funding will not be provided retrospectively, expenditure must not have occurred or activities commenced at the time of grant submission

Eligibility criteria will be in place for all Council grants and determine the eligibility of both the applicant and the project or outcome of the grant application.

Eligibility criteria will be reviewed annually and outlined in the grant guidelines.

5.1.2 Application Process

Grant funding rounds will be widely advertised. Information, application requirements and guidelines to assist with the application process will be made readily available to potential applicants via the Council website www.streakybay.sa.gov.au

Guidelines will be in place to guide and support all applicants through eligibility requirements and the application process for grants.

5.1.3 Assessment and Approval

Grant applications will be assessed by the Manager of Community Development and recommendations presented to Council. Grants will be awarded through Council endorsement in accordance with the predetermined eligibility and assessment criteria (Refer Clauses 2 and 3).

5.1.4 Exceptions

Council reserves the right to make donations to, or in other ways financially support, groups and projects that benefit the community and reflect strategic objectives as part of normal budget setting and program management processes.

5.1.5 Insurance

It is a condition of receiving funding that the successful applicants will assume all responsibilities including public risk and/or any other appropriate insurance cover for the project.

5.1.6 Conflict of Interest

Staff and Elected Members involved in the assessment and / or approval process are required to declare any real or perceived conflict of interest in relation to any grant application.

5.2 Sponsorship

- Providing budget is available, the Chief Executive Officer will have authority to award sponsorships under this Policy to a maximum value of $500 (ex GST). This may be through cash or in-kind support, at the CEO's discretion.

- Subject to approved and available budget, Council will support minor sponsorships of $500 (ex GST) and under that provide financial assistance to community organisations to deliver events and activities for the benefit of the local community.

- All sponsorship above $500 (ex GST) should be applied for through the Community Grants Program

- Sponsorship is provided on the basis the following agreed benefits will be provided as a minimum:
    - Appropriate Council acknowledgement;
    - Application of Council logo (if relevant);
    - Ability for Council to communicate its involvement.

- All such events/activities must support a worthwhile cause or activity within the community, be open to members of the community and complement Council's strategic plan, objectives, and policies.

- All sponsorship applications should be in writing and directed to the Chief Executive Officer. Funding will be granted only to suitable activities and acceptable recipients as outlined in this policy and subject to the availability of funds.

5.3 Donations

There are some situations where it may be appropriate for Council to make a donation. These might include charity, community organisations or events.

Subject to approved and available budget, Council will support donations that provide financial assistance to community organisations and groups that provide services to the region.

Providing budget is available, the Chief Executive Officer will have authority to award donations under this Policy to a maximum value of $250 (ex GST).

All donation applications should be in writing and directed to the Chief Executive Officer. Funding will be granted only to suitable activities and acceptable recipients as outlined in this policy and subject to the availability of funds.

6. Unsupported Activities

- Grants, sponsorships and/or donations will not be provided:
    - To organisations which are, or may be perceived to be, in conflict with Council's policies, plans and responsibilities to the community;
    - To groups, projects or events that exclude any sectors of the community based on culture, gender, sexuality, religious belief, race or disability;
    - To groups that undertake commercial, political, or religious activities
    - To organisations which are in legal conflict with or indebted to Council;
    - To any project, program or event that promotes or encourages the consumption of alcohol as its core activity;
    - To organisations involved in the manufacture or wholesaling of tobacco, tobacco-related products or alcoholic products. To individual people – other than through an existing program;
    - To Council Elected Members or employees (or their families);
    - For the employment of staff
    - For the production of business plans/feasibility studies
    - (In relation to sponsorships and donations) when application for a community grant should be made instead (i.e. under the approved grants program).

- Projects/equipment/donations/sponsorship will not be funded retrospectively

- Eligible and ineligible grant applications will be detailed in the Community Grants Guidelines available each year.

- Council will not endorse any commercial products or services associated with the sponsor, recipient or any third party. Council will not cover the day-to-day operational expenses incurred by community organisations.

- A sponsorship agreement should not impose or imply conditions that would limit, or appear to limit, Council's ability to carry out its functions fully and impartially. All parties should understand that arrangements have no bearing on Council's exercise of its regulatory or inspectorial functions.

7. Delegations

In accordance with this Policy and Council's Delegation Schedule.

8. Records Management

All records shall be kept and disposed of in accordance with Councils Records Management Policy & procedure and the current General Disposal Schedule.

9. Policy Review

This policy shall be reviewed annually in line with the delivery of the Community Grant Scheme. The Chief Executive Officer shall have delegation to approve and implement any changes that do not change the intent or have a major impact on the delivery of funding.

10. Further Information and Policy Availability

This policy will be available for inspection at the Council offices listed below during ordinary business hours and available to be downloaded, free of charge, from Council's internet site: www.streakybay.sa.gov.au.

District Council of Streaky Bay
29 Alfred Terrace
Streaky Bay SA 5680

Copies will be provided to interested parties upon request. Email dcstreaky@streakybay.sa.gov.au

11. Document History

Version No:	Issue Date:	Description of Change:	Date Endorsed / Minute Number
1.00	September 2022	First Version	13 September 2022
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