

Community Grants Program Miscellaneous Grants Policy Charitable Support



Charitable Support

Aim:

- To establish a policy, that will provide a basis for the assessment of requests received for financial assistance, for organizations or individuals undertaking charitable fundraising activities

Objectives:

1. To provide an equitable process for dealing with applications for financial assistance for charitable support
2. To provide one off support to community groups undertaking charitable activities

Criteria:

The determination of grants will be based on the following criteria:

1. Assistance with fees for community groups with hiring facilities or halls, owned and run by Frankston City Council for charitable purposes
2. One off support to organizations / individuals undertaking charitable fundraising activities
3. The amount of financial assistance received from other sources.

Administration:

The following procedure shall apply:

1. Applications must be forwarded to Council a minimum of six weeks prior to the date of charitable activity.
2. To be considered for funding, applicants must complete the Charitable Support Application Form. Applications forms are available from Customer Services outlets or on the Council Web site: www.frankston.vic.gov.au
3. Applicants will receive an interim reply within 7 working days, acknowledging receipt of application.
4. Correspondence regarding the outcome of the application will be sent within 1 month of Council receiving the application.
5. If funds are available, the applicant may receive up to \$500.00 for charitable support.
6. Applicants must provide details of the activity for which they are applying for funding.
7. That all requests for assistance referred to Councillors, be assessed under the Charitable Support Guidelines, and that requests be assessed on a monthly basis to streamline the processing of the applications.

8. Recipients are requested to use the Frankston City Council logo when undertaking the charitable activity.
9. A letter is to be received by Council within a month of the charitable activity, notifying Council of the result.

Cancellation of Grants:

Grant funds will be withdrawn under the following circumstances:

1. If the activity is cancelled for any reason
2. False information provided by a grant recipient / organisation

Applications to be addressed to:

Christina Pask / Jenny Addison
Community Grants Administration
Executive Assistant to the General Manager Corporate
Frankston City Council
PO Box 490
FRANKSTON VIC 3199

**Community Grants Program
Miscellaneous Grants
Charitable Support - Application Form**



APPLICATION FORM

Name of Applicant:	
Community Group:	
Address:	
Suburb:	Postcode:
Telephone Number:	
Home:	
Business:	
Mobile:	
Funding applied for:	
(a) Assistance with fees for Council owned and run facilities	<input type="checkbox"/>
(b) One off support for charitable fundraising activities	<input type="checkbox"/>

1. If you selected (a) please advise which Council owned / run facility you would like to utilise:

2. Will the charitable activity benefit Frankston residents: (please provide details):

3. Details of activity for which funding is requested:

4. Name of charitable activity:

5. Reason funding is required:

Please note:

Applications must be forwarded to Council a minimum of six weeks prior to the charitable activity

On return from activity / competition, a letter is to be received by Council within a month notifying them of the participant's results.

Signed: _____

Please forward completed application form to:

*Christina Pask / Jenny Addison
Community Grants Administration
Frankston City Council
PO Box 490
FRANKSTON VIC 3199*