

Policy 1.09 Community grants, ~~donations and sponsorship~~ and contributions

Directorate	Business and Governance
Responsible Officer	Director Business and Governance

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Record of Administrative Amendments

<u>Amendment Version No.:</u>	<u>Description of Administrative Amendment</u>	<u>Date Reviewed</u>
<u>2.2</u>	<u>Review of policy in accordance with Section 165 of the Local Government Act 1993</u> <u>Placed on Public Exhibition 23 July 2025</u>	<u>July 2025</u>
<u>2.1</u>	<u>Review of policy in accordance with Section 165 of the Local Government Act 1993</u> <u>Workshopped with Councillors on 4 June 2025</u>	<u>June 2025</u>

Amendment Version No.:	Description of Administrative Amendment	Date Reviewed
2.0	Adopted by Council (D22/110352)	16/11/2022

1 Introduction

1.1 Scope

This policy describes the processes implemented to facilitate and manage the distribution of ~~funds~~ financial contributions provided including grants, donations, ~~sponsorships, scholarships~~ and in-kind (non-cash) support to the community across all sections of Council. This policy also outlines our position on Council seeking or providing sponsorship for community events, programs or activities. This policy is supported by Council's [Community Grants Program guidelines](#). ~~It also describes the processes to facilitate Council seeking sponsorship for a Council-led event or program, excluding formal grant applications.~~

The scope of this policy demonstrates direct commitment to the following strategic guiding principles:

- **Efficient and effective** | Improving collaboration and partnership with community through provision of grant programs that bolster community outcomes. Partnerships with the community help deliver outcomes which Council alone could not deliver.
- **Financially sustainable** | Continuous improvement in Council's financial management. This policy ensures transparency in managing and reporting the financial contributions that Council provides.
- **Transparent** | Commitment to open communication. This policy outlines how decisions are made in providing financial support.

1.2 Purpose

To outline Council's position on:

- the provision of ~~funds~~ financial contributions via grants ~~and~~ donations, ~~sponsorships and scholarships~~ to individuals and organisations ~~in the Bega Valley Shire~~,
- in-kind (non-cash) support available to the community,
- seeking or providing sponsorship of ~~Council led~~ events, programs or activities that benefit the community.

1.3 Definitions

Nil.

2 Legislation

The *Local Government Act 1993* (NSW) (the Act) provides the legislative mechanism to allow Council to provide funds to the community for the purposes of exercising its functions. Specifically the Act states in Section 356 that:

"(1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions..."

3 Implementation

3.1 Policy statement

~~Bega Valley Shire~~ Council demonstrates a commitment to supporting and enhancing community effort through the provision of grants, donations, ~~sponsorship, scholarships~~ and in-kind support that:

- is responsive and based on evidence of community need
- recognises and values the contribution of volunteers and community organisations to improve their communities
- assists those in the community who ~~on~~ on occasions may need additional support
- allocates ~~funding financial~~ support that helps to meet Council's outcomes and commitments in its various plans and strategies~~strategic plans~~
- ~~builds the economic and social capital of the Bega Valley Shire~~
- ~~celebrates the success of funded activities and Council's contribution~~
- recognises the capacity within annual budget allocations to respond to and provide financial and in-kind (non-cash) support requests
- allocates transparently and equitably and ~~accounts publicly reports in the Annual Report for~~ grants, donations and ~~sponsorships or scholarships~~ in-kind contributions provided to the community in a transparent and equitable way
- does not duplicate funding or activities available through other levels of government
- supports where possible other funding bodies and organisations to provide grants ~~ts~~ ting opportunities in the Bega Valley Shire.

At times, ~~Bega Valley Shire~~ Council may seek financial or in-kind sponsorship from businesses and organisations to support Council-led events, programs or activities. Inversely community groups may request Council to provide sponsorship or in-kind support for a community event.

Any sponsorship ~~opportunities provided~~ will be ~~provided~~ in accordance with the following principles:

- local businesses and organisations should have the first opportunity for involvement in sponsorship opportunities
- the values of the business or organisation must align with Council's values and the community outcomes in the Community Strategic Plan~~goals of the Community Strategic Plan~~
- recognition of sponsorship will be determined based on the value of the sponsorship but may include written acknowledgements, use of logo, or branding at the event.

Any sponsorship requests will be assessed and determined on their individual merit and recognise annual budget limitations.

3.2 Responsibilities

3.2.1 Elected Council

-Approve and adopt this policy for official use by Council.

Review recommendations provided by staff on financial contributions as part of annual budget adoption or as a result of a significant event. e.g waiving of fees post natural disaster.

3.2.2 Chief Executive Officer (CEO), Leadership Executive Group (LEG)

The Chief Executive Officer and Leadership Executive Group will ~~ensure that sound business principles are reflected in the development and implementation of this policy and related procedures, support a~~ Annual review of budgets ~~will to ensure consider~~ available resources ~~are appropriately identified and allocated~~ to support implementation of this policy. ~~through and the financial assistance provided to the community by community grants, donations and sponsorship.~~ Annual reporting of financial contributions will be overseen by the Leadership Executive Group.

3.2.3 Corporate Planning and Improvement

Corporate Planning team will be responsible for implementation of this policy, development of related ~~procedures and~~ guidelines, administration of Council's Community Grants Program ~~and including~~ oversight ~~and reporting~~ of donations, sponsorships and in-kind contributions provided by Council to other organisations.

4 Supporting documents

Bega Valley Shire Council - Community Grants Program guidelines (under development)

4.1.1 BVSC Procedures that relate to this Policy

Procedure No.:	Procedure Name	External or Internal Procedure
<u>1.08.04</u>	<u>Naming of Community Facilities (under development)</u>	<u>External</u>

4.1.2 BVSC policies that relate to this policy

Policy No.:	Policy Name
6.06	Financial Management

Note: Policy details may change from time to time. To ensure you are viewing the most recent version please view Council's adopted policies and procedures on Council's website: www.begavalley.nsw.gov.au