

Frequently Asked Questions

Event Grants

What can the grants be used for?

The Strathbogie Shire Event Grant program encourages community organisations and community groups to apply for funding to support community led events delivered in Strathbogie Shire that align with the 2021-2025 Council Plan bringing people together to connect, collaborate, celebrate, upskill, share resources, and put ideas into action. Positive outcomes of funded events may include, for example, social connection, inclusion, health, wellbeing, safety, community arts, positive cultural or environmental outcomes, economic development, and increased visitor economy.

What can't the grants be used for?

- ✘ Events outside of the Strathbogie Shire municipality
- ✘ Events that have already received or been approved for Council funding in the same financial year
- ✘ Retrospective funding for events that have already occurred
- ✘ Events that do not align with our Community Vision
- ✘ Events for political purposes and/or promotion
- ✘ Events that celebrate January 26th
- ✘ Events where the sole focus is fundraising
- ✘ School awards or school fundraising events
- ✘ Private events being defined as events where participants are selectively invited to participate & not broadly accessible to the local community
- ✘ Events that promote smoking, gambling, or drugs, or whose sole focus is alcohol and alcohol consumption.
- ✘ Costs of attending conferences or sporting events, and travel or accommodation
- ✘ Fundraising costs or prizes
- ✘ Operational costs e.g. rent, utilities
- ✘ Staff wages (this does not include payment of contractors or services to deliver the project/event) or payment to a service provider under the same ABN as the applicant
- ✘ Costs of permit fees including Place of Public Entertainment (POPE) permits

Who can apply for these grants?

Community groups that are incorporated, have an ABN, a bank account, and have at least \$20mil Public Liability insurance.

What happens if we are not incorporated, don't have an ABN, bank account or Public Liability insurance?

If your group is not incorporated you will need to find an incorporated community group, organisation or club with an ABN, bank account, and \$20mil Public Liability Insurance who is not on the 'who cannot apply for these grants' list below and would be willing to endorse your event. This is called 'auspice'. The auspice organisation is the one that receives the grant money on your behalf and is ultimately responsible to ensure the event is completed and funds are spent according to the agreement with Council. The auspice organisation does not deliver the event.

Who can't apply for these grants?

You cannot apply for any Council grants if you are:

- ✗ An individual
- ✗ Emergency services
- ✗ Educational institutions
- ✗ Religious organisations or institutions
- ✗ Political organisations
- ✗ Commercial, profit-making organisations
- ✗ State or federal government agencies
- ✗ State sporting organisations or governing bodies
- ✗ An elected member or employee of Strathbogie Shire Council. Elected members or employees of Strathbogie Shire Council cannot be involved in the development of an application and are not eligible to sign or be listed on any grant
- ✗ Groups who have an overdue acquittal and/or owe money to Council from a previous grant
- ✗ Groups or organisations that receives revenue from electronic gaming machines
- ✗ Groups who have already received an Event Grant in the same financial year
- ✗ An auspice organisation that has provided auspice to another Event Grant application in the same financial year

How much funding can I apply for?

You can apply for up to \$5,000 for an Event Grant with a matching applicant contribution to the value of \$1 for every \$5 (cash or in-kind) of the total grant funds requested.

What's an 'in-kind' contribution?

'In-kind' contributions are contributions by volunteers and suppliers in terms of time, goods or professional services donated to the project.

You can calculate the value of in-kind time for services as:

- General committee/community member contribution (e.g. planning, coordination, etc) at \$40 per hour
- Specialist or expert contribution (e.g. tradesperson, professional services) at \$80 per hour

Council can also provide in-kind contributions to your event e.g. event equipment and Council owned venue hire. All requests for in-kind contributions from Council must be approved and included in your application. Any in-kind contributions requested from Council must be included in the total amount you are applying for which cannot exceed the \$5,000 grant limit.

For example, if you are requesting the maximum of \$5,000 for an Event Grant and request a \$1,000 Council in-kind contribution for venue hire, Council's contribution would be in-kind to the value of \$1,000 and grant funds (cash) to the value of \$4,000.

What do I need for my application?

Before you apply for an Event Grant you will need to complete an Event Application with a Risk Assessment and Waste Wise Plan which can be found at [Event Manage \(contractor-hq.com.au\)](https://contractor-hq.com.au)

If you are requesting any in-kind contributions from Council e.g. equipment or venue hire, it will need to be approved by the Events Team prior to your application. You can find the relevant application forms [here](#)

Before you start your application you will need:

- To contact the Events Team on 5795 0000 or by email info@strathbogie.vic.gov before you commence your application.
- A copy of your group's or your auspice organisation's Public Liability Insurance Certificate of Currency
- Letters showing the community supports your event
- To consider what permits and landowner permissions you may require for your event

When are applications due?

Applications for Event Grants are open all financial year or until funds are expended.

Applications **MUST** be submitted at least **10 weeks** prior to your event allow enough time for the assessment and approval process to occur.

How do I apply?

Applications are to be completed online at: <https://strathbogie.smartygrants.com.au/>

How are applications assessed?

Applications will be assessed by a panel of Council Officers.

When will we find out if our application was successful?

Applications for Event Grants will be assessed on submission. Applicants will be notified of the outcome of their application after it has been presented to a Council meeting for a decision up to ten weeks after submission depending on when the next available Council meeting is scheduled.

How will we receive the funds?

If your application is successful, the approved amount will be paid directly into your groups or your auspice organisation's bank account once you have:

- provided a tax invoice for the approved amount
- signed and returned a Funding Agreement
- received approval for your Event Application

Where can I find some help planning the event?

To support your event planning you can find Council's Event Policy and Event Toolkit on our website www.strathbogie.vic.gov.au

Who can I contact for further information?

Applicants can contact the Events Team on (03) 5795 0000 or by email info@strathbogie.vic.gov.au or visit our website www.strathbogie.vic.gov for further information on this grant opportunity.