



POLICY NO:-

**SDev CP038 – EDUCATIONAL DONATIONS & PERSONAL DEVELOPMENT GRANTS****GOVERNANCE INFORMATION**

<b>Procedure Link:</b>	NA	<b>Administrative Policy Link:</b>	NA
------------------------	----	------------------------------------	----

**ADMINISTRATION INFORMATION**

History:		OCM:	Res:	Synopsis:	
	1	DEV10	OCM: 10/05/12	Res:	Policy created.
<b>Version:</b>	2	CP044	SCM 26/07/18	Res: 251-18	<b>Synopsis:</b> Reviewed Policy Adopted
	3	CP044	OCM: 14/08/19	Res: 243-19	<b>Synopsis:</b> Reviewed and Adopted by Council
	4	CP038	OCM: 29/07/20	Res: 208-20	<b>Synopsis:</b> Reviewed and Adopted by Council
	5	SDev CP038	OCM: 30/09/20	Res: 270-20	<b>Synopsis:</b> Amended and adopted by Council
	6	SDev CP038	OCM: 28/09/22	Res: 243-22	<b>Synopsis:</b> Reviewed and Adopted by Council
	7	SDev CP038	OCM 25/01/23	Res: 04-23	<b>Synopsis:</b> Reviewed and Adopted by Council

**1. RESPONSIBLE DIRECTORATE**

Sustainable Development

**2. PURPOSE AND OBJECTIVES**

To provide positive financial support to not-for-profit community groups/organisations, educational institutions and individuals to assist with the development of their chosen interest within the Shire of Dardanup.

To provide financial support to such requests that meet the policy criteria (subject to budget constraints) and promote the Shire of Dardanup as a positive, supportive and caring community organisation.

**3. POLICY**

The policy sets out the criteria for each category of financial support available. There are two (2) categories that financial support can fall into.

- Educational Grants
- Personal Development Grants

**3.1 Educational:**

The Shire of Dardanup will make an annual donation for a Citizenship Award to all schools located in the Shire of Dardanup, and also to the Australind Senior High School on the following basis:

Primary Schools: Awards to the value (as adopted in the annual budget)

Middle and High Schools: Awards to the value (as adopted in the annual budget)

An allowance for these funds will be included in the draft budget, and notification will be forwarded to the schools via a formal letter upon adoption of the budget.

No application form is required to be submitted; however a written request is required.

**3.2 Personal Development:**

The Shire of Dardanup will make an allocation of funds in its budget to promote the personal development (non-professional) of individuals that reside within the Shire of Dardanup. E.g. music, sports, arts, science, cultural or academic.

An allowance for these funds will be included in the annual budget.

All applications for Personal Development Grants, shall be made on the "Application form – Personal Development Grant" (Form 116).

- All applicants seeking financial assistance should reside within the Shire of Dardanup.

- To be eligible for the \$400 for State or National representation, a letter from the governing body advising of the applicant's selection must accompany the application form.
- The applicant should submit documented estimates of expenditure as part of the application (as per application form).
- The proposed development/representation must take place within three (3) months of funding being made available.
- Prior approval must be sought for any substantial change to the assistance request.
- Only one (1) application by an individual, for financial assistance per financial year will be considered.

This financial assistance is limited as follows:

- \$400 for State/National representation;
- Personal Development grants are available to all age groups;
- Funding is available for Music, Arts, Culture and Academic to attend Master classes in their chosen field interstate and or overseas.

Funding will not be available for the following:

- Entry fees into competitions or to attend competition events/functions;
- Purchase of personal equipment i.e. musical instruments, sporting equipment etc.;
- To attend pre-selection training/recruitment camps;
- Student exchange programs.

#### **4. PROCEDURE**

##### **4.1 Assessment**

Applications for Educational and Personal Development funding will be assessed by the Chief Executive Officer under the delegation of Council.

All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance. Decisions regarding funding applications are final and will not be reconsidered in that funding round. Successful applicants will be asked to submit photographic evidence and testimonial for use on the Shire's promotional platforms to advise community of benefit and outcomes of the Personal Development Grants.