

Kyogle Council

Resilience Grants Program

Funding Guidelines and Procedure



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Introduction

The Kyogle Council Resilience Grants Program Funding Guidelines and Procedure provides a framework for the distribution of NSW Server Weather and Flood Grant to communities across the Kyogle Local Government Area in accordance with the NSW Office of Local Government - Category D Disaster Recovery Funding Arrangements (DRFA). This Procedure was adopted in July 2022.

Assessment Criteria

As a minimum standard, assessment must be consistent with the Local Government Act.

1. Assessment of applications will be based on merit., and alignment with Resilience Planning (as guided by Community Resilience meetings and workshops) and any other Council, community or stakeholder plans or processes.
2. The project addresses an identified need and relates to disaster preparedness, planning, response, or recovery either directly or indirectly.
3. The project contributes at least one of the following disaster recovery outcomes:
 - 3.1 The needs of vulnerable groups are addressed in disaster recovery
 - 3.2 The community is aware of the disaster recovery processes
 - 3.3 The community can express its changing disaster recovery needs
 - 3.4 Community members are aware of the risks of future disasters
 - 3.5 The community has improved capacity and capability to respond to future disasters
 - 3.6 Business and not-for-profits have in place adequate mitigation practices for risks and threats
 - 3.7 Government, private sector, civil society and organisations are engaged in plans for preparedness and management of the recovery
4. The use of funds will enhance:
 - 4.1 Community resilience
This will include improvements to enhance community and cross-cultural awareness and support services e.g. provide disaster management training, first aid training, social forums and cultural training, provide support services for disaster affected communities.
 - 4.2 Economic resilience
This will include improvements to Agriculture, Forestry, Retail and Tourism Businesses etc e.g. business forums, local tourism and business promotion, agricultural training and extension days
 - 4.3 Asset resilience
This will include improvements to communal use facilities, e.g. halls, clubhouses, facilities, playing fields, and the purchase of new equipment
 - 4.4 Environmental resilience
This will include improvements to the natural environment including our rivers, bushland and wildlife e.g. bush regeneration, environmental training and

extension days, forums, Landcare, Rivercare and environmental education and management.

5. The applicant is eligible and has the capacity to deliver the project within the program timeframes.
6. Priority may be given to applications that demonstrate a contribution to the project from other sources, either in cash or in kind.
7. Requests for assistance to finance ongoing running expenses such as utility accounts will be given a low priority.

Eligibility

Local organisations, local individuals and local businesses or those that target residents from within the Kyogle Local Government Area are eligible to apply.

Local Organisations - organisations with a membership base substantially drawn from within the Kyogle LGA including, but not limited to, groups established for the purpose of community development, economic development, community asset development and maintenance and the natural environment that are incorporated organisations or auspiced by incorporated organisations performing roles with a community benefit.

Local individuals - persons participating on an individual basis that perform roles with a community benefit and contribute to community and social development, economic development, community asset development and maintenance and the natural environment whose permanent place of residence is within the Kyogle LGA.

Local businesses - businesses that perform roles with a community benefit and contribute to community and social development, economic development, community asset development and maintenance and the natural environment whose business operates within the Kyogle LGA.

Applicants should generally be able to:

- take legal and financial responsibility for the administration of funds
- demonstrate effective management skills and be financially accountable
- demonstrate that suitably qualified and experienced people will be involved in the project
- provide a Certificate of Currency for appropriate Public Liability Insurance
- avoid applying for projects that duplicate or overlap with existing similar activities.

State and Federal Government agencies are ineligible to apply. This does not include community organisations such as Parents and Citizens (P&C) Groups and similar groups that are not funded by State and Federal Agencies.

ONE-OFF DONATIONS

Public Notice Inviting Applications for Funding

Council will advertise the Kyogle Council Community Resilience Grants Program on the 10th July 2022 inviting applications for financial assistance from local community organisations, businesses and individuals.

Applications for funding will be encouraged from across the geography of the Kyogle LGA.

The funding round will seek to distribute the maximum amount of the available funds that are included in the NSW Severe Weather and Flood Grant budget. Should all grant funds not be distributed a second round in February may be advertised.

Maximum Grant Funding;

The maximum amount that will be provided per application is \$25,000, or \$50,000 with a minimum 10% financial co-contribution:

- Organisations –for projects that build community, economic, asset or environmental resilience in the community
- Businesses - for projects that build community, economic, asset or environmental resilience in the community and/or assist them to achieve their business resilience goals.
- Individuals –for projects that build community, economic, asset or environmental resilience in the community and/or assist individuals to participate in the community and/or assist them to achieve their personal resilience goals.

Application Requirements

Requests for one-off donations must be lodged online through the Kyogle Council Website and will be required to provide the following information:

- Project Name and funding sought
- Primary contact person and Local Community Group Organisation or Business
- Details of the Project to be carried out including timelines
- Cost Estimates and/or quotes

Applications can be made via:

<https://www.kyogle.nsw.gov.au/recreation-community/building-community-resilience/>

Application Key Dates

Applications open on the 10th July 2022

Applications close on the 31st October 2022.

Commencement Dates

Funding will be released in December 2022 to successful applicants.

Completion Dates

Successful applicants must complete their projects by 30th April 2024.

Project Acquittal Dates

Successful applicants must complete and submit project acquittals by 31st May 2024.

Process of Determination

Staff will assess eligibility of applications received under Kyogle Council Resilience Grants Program.

Generally, Council staff will make their recommendations directly to the General Manager. There may be instances where Council staff determine they need to consult with the relevant Community Resilience Teams prior to making a recommendation to the General Manager.

The General Manager will determine the assessment outcome and authorise the release of the funds.

All successful and unsuccessful applicants will be notified in writing of the outcome of their application.

Conditions

The General Manager, in approving the provision of assistance, may impose conditions on the person, business or organisation receiving the funds.

A formal acquittal of funds is required for all provisions of financial assistance.

The acquittal will take the form of copies of invoices and a photographs depicting the implementation of the project.

Period of Financial Grants

The General Manager may, at any time, withdraw or redirect financial assistance. Any withdrawals of financial assistance will be immediately communicated to the relevant party(ies) in writing.

Eligibility for Other Financial Assistance

Individuals, businesses and organisations receiving financial assistance through this program are still eligible to apply for one-off Community Assistance Grants and other Commonwealth/State funding.

Enquiries

If you have any questions regarding this program, please feel free to contact Kyogle Council's Community Resilience Officer, Mr. Scott Antcliff, by phone 02 66321611 or email scott.antcliff@kyogle.nsw.gov.au.