

# 2022-23 Sustainable Economy Grant Guidelines



**Applications due by 3pm Tuesday 03 May 2022**

## Application Assistance

**Applicants must contact the Shire to discuss their application before submitting.**

For assistance contact: Saul Cresswell, Sustainable Economy Officer  
Phone: (08) 9780 5250  
Email: [scresswell@amrshire.wa.gov.au](mailto:scresswell@amrshire.wa.gov.au)

For permits to comply with relevant legislation and Shire policies contact:

Catherine Gardiner, Events and Permit Officer  
Phone: (08) 9780 5266  
Email: [cgardiner@amrshire.wa.gov.au](mailto:cgardiner@amrshire.wa.gov.au)

## Submitting Your Application

Applications must be submitted by completing an Application Form.

**Completed applications must be submitted to the Shire by email or post**

Email	<a href="mailto:amrshire@amrshire.wa.gov.au">amrshire@amrshire.wa.gov.au</a>
Post	Chief Executive Officer Shire of Augusta Margaret River PO Box 61 Margaret River WA 6285

## Grant Purpose

Sustainable Economy grants support the Shire of Augusta Margaret River's commitment to greater environmental and social wellbeing within the local economy, in line with the outcomes of the Sustainable Economy Strategy.

## Priorities

Eligible organisations are invited to submit a proposal that aligns with one of the four priority areas below:

### Circular economy

To support improved environmental performance of business operations. Changing business processes can increase profit margins for the business, while simultaneously delivering environmental improvements for the community and contributing to community-wide efforts to be more environmentally sensitive. Grants will support capital and consultancy costs associated with:

<i>Outcome</i>	<i>Additional limitations</i>
Implementing new practices, retrofits and / or technology that significantly improves waste, resource or energy impacts	Will not support consumables or solar PV installs. Must be something innovative that demonstrates proof of concept

### Fair and inclusive economy

To support an accessible shire and economic opportunities for all members of the community. Improving accessibility for people with disability or exclusion for other reasons can benefit the business by growing its custom base while also contributing to the diversity of accessible opportunities across the shire. Grants will support:

<i>Outcome</i>	<i>Additional limitations</i>
Modifications and additions to commercial buildings to allow universal access / engagement for previously excluded community members	
Changes to tourism or transport offerings that improve accessibility for previously excluded community members	
Initiatives that allow unemployed / underemployed community members to participate in the workforce	

### Vibrant townsites

To support a vibrant public realm that attracts visitors, brings people together, and fosters business success. Implementing improvements to the built form or activating spaces can improve custom of a business, while simultaneously delivering broader social and economic benefits through a more vibrant townsite. Grants will support material costs and contractor fees for:

<i>Outcome</i>	<i>Additional limitations</i>
Artistic and cultural events or installations in the public realm – e.g. outside shops, in town squares, in gathering spaces, on public-facing building facades, etc	
Implementation of al fresco and other on-street place improvements	

## Successful and resilient economy

To support local business success into the future through improvements in knowledge, operations, and collaboration. Successful business outcomes lead to improved financial and mental health for business owners, and employment opportunities for local residents. Grants will support:

<i>Outcome</i>	<i>Additional limitations</i>
Training programs aimed at the broader business community or an industry sector	Must not replicate existing programs offered in the shire unless these are oversubscribed
Programs that improve the pipeline between local supplies and local needs, including schemes for local financing and investment, platforms for business-to-business procurement, digital marketplaces, etc	
Functions to support business networking and collaboration	Not for functions limited to members of an organisation or club
Significant business innovations that build a new, sustainable industry in the Shire or showcase an innovation with strong benefits to local sustainability	

## Eligibility

### Grants will be considered for:

- Registered Businesses located within the Shire of Augusta Margaret River
- Incorporated, not-for-profit organisations located within the Shire of Augusta Margaret River or undertaking a project explicitly within the Shire
- Projects that contain at least 50:50 matched cash funding for businesses, or a mixture of cash and in-kind contribution for non-profit organisations
- Funding requests that do not exceed \$10,000 or lesser amounts where indicated
- Applications that successfully meet the grant guidelines

### Grants will not be considered for:

- Applicants who have not acquitted previous grant funding
- Supporting existing activities and projects undertaken by the proponent
- Retrospective funding for previous investments by the applicant
- State or Federal Government Agencies

## Funding amount

A maximum of \$10,000 (excl. GST) per application.

## Funding rounds

Applications must be submitted by **3pm Tuesday 03 May 2022**. Late applications will not be accepted. The outcome of your application will be advised approximately 6 weeks after applications close.

The outcome of your application will be advised in 4-6 weeks.

## Grant limitations

- a) The maximum grant available to any one organisation in the Sustainable Economy Grants funding stream will not exceed \$10,000 unless otherwise stated.
- b) All grant priority areas will require matched contribution as a minimum. In each case, higher co-contribution may be seen as favourable.
- c) Funding will not be provided for:
  - i. Projects that are already funded by an existing service agreement with the Shire
  - ii. Deficit funding for groups/organisations experiencing a shortfall of cash, revenue or anticipated revenue
  - iii. Recurrent operational costs
  - iv. Ongoing maintenance works
  - v. Activities that have already occurred or will occur prior to the distribution of funds
  - vi. Applicants who have not acquitted previous grant funding
  - vii. Multi-year funding

## Assessment criteria

The Shire is committed to an assessment process that is fair, equitable and transparent. The criteria for grant funding that is considered during the assessment of an application includes:

### **Alignment with grant objectives (25%)**

The application clearly meets one or more of the four focus areas, clearly showing the beneficial outcomes for the community or environment and demonstrating an identified need.

### **Achievability (25%)**

The applicant can demonstrate the feasibility of the proposed initiative and their capability to successfully deliver the initiative.

### **Value for money (25%)**

The economic, social or environmental benefit is considerable for the expense of the project. Wherever possible uses local suppliers and products. A detailed budget must be provided using the provided template.

### **Broad benefit (25%)**

The proposal has long-lasting or significant benefit for the public good, even where it also has significant benefit for the proponent. The project will be able to have lasting benefits beyond the funding period.

\*Note that in-kind contribution (a non-cash contribution of labour etc) can only form part of the applicant's demonstrated matched funding in applications from non-profit organisations. Businesses submitting a grant application must co-contribute with cash, to a minimum of 50%. Any in-kind contribution should be included, however, as it does support the case for your application.

## Conditions of Funding

### Successful applicants will be required to:

- Only use the funds for the purpose/s indicated in the application
- Spend all funds and return any unspent funds to the Shire by 30 June in that financial year
- Ensure that the project/event complies with relevant legislation and Shire policies
- Submit an Acquittal Form one month after the conclusion of the funded project
- Include any Shire fees and charges in their application if the grant funding will be used to cover these
- Acknowledge the Shire in any advertising, promotion and media related to the funding
- Contact the Shire for a copy of the Shire's logo
- Assist the Shire in communicating any benefits that have derived from the project, with potential inclusion in a follow up case-study or promotion

## Application and Acquittal Process

### Grant Assessment and Award

- Applications will be reviewed in line with these guidelines and the assessment criteria contained in the application form by a Shire Grant Assessment Team
- All applicants will receive an email notifying them of the outcome of their application
- Successful *initial round* (May) applicants will receive grant money approximately late July of the following financial year
- Successful *subsequent round* (September) applicants will receive grant money approximately within eight (8) weeks of submitting their application

### Grant Acquittal Process

- Submit an Acquittal Form within a month of the funded event
- Demonstrate/provide evidence of the outcomes of the funded project
- Submit all invoices and receipts showing how the funds were spent
- Submit evidence of how you have acknowledged the Shire