



City of Salisbury Community Grant Program Economic Growth Community Grant Guidelines



Acknowledgement of Country

The City of Salisbury acknowledges the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present.

We recognise and respect their cultural heritage, beliefs and relationship with the land.

We acknowledge that they are of continuing importance to the Kurna people living today.

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About the program

The City of Salisbury Community Grants program aligns directly to Council's City Plan. Council's City Plan has three directions that capture the social, environmental and economic influences on the City of Salisbury. The Community Grants Program exists to provide financial support to eligible clubs, groups, organisations and residents to help deliver the below outcomes as per Council's Strategic objectives. The Community Grants are open and assessed year-round.

The Community Grants Program is separated into three priority areas - Active and Connected, Sustainability and **Economic Growth**. The below information relates to the Economic Growth Community Grant stream.

If you're unsure which area your application sits in or if you have any questions, please don't hesitate to reach out to Council on **8406 8340**, via email: CommunityGrants@salisbury.sa.gov.au or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.

What the Economic Growth Community Grants aim to achieve:

A growing city that creates new opportunities

- Support and deliver initiatives to create jobs and increase investment
- Build work readiness in our community so residents are aware of and can pursue job opportunities
- Be business friendly
- Provide services and infrastructure that support entrepreneurs and emerging industry sectors
- Ensure Salisbury's activity centres are interesting places to visit, attractive places to invest and great locations to work.

Priority Areas

Applications for an Economic Growth Grant should include the below desired outcomes.

Priority Areas	Desired Outcomes
Activation	<p>Activation Our businesses offer vibrant and dynamic experiences that embrace the diverse offerings and culture of Salisbury.</p> <p>Activate local places and spaces with creative programming, supporting the development of our region as a destination for arts and culture and shopping.</p> <p>Demonstrate collaboration between business, arts, community and Council.</p> <p>Support creative practitioners to deliver arts-based performances or workshops</p>
Youth entrepreneurship	<p>Develop a strong culture of entrepreneurship across our younger generation.</p> <p>Support new businesses and industry to grow</p>

Grant sizes available

Mini Grant: Up to \$2k

- Mini Grants are to the value of \$2,000 (incl. GST)
- Community Groups, Incorporated Groups, Entrepreneurs and Local Business are all eligible to apply.
- Eligible groups may be eligible to apply for a Mini Grant and a Small Grant in the same year*
- Mini grants are able to be applied for every year.

Small Grant: \$2k - \$7k •

- Small Grants are to the value of \$7,000 (incl. GST)
- Community Groups, Incorporated Groups, Entrepreneurs and Local Business are all eligible to apply.
- Eligible groups may be eligible to apply for a Mini Grant and a Small Grant in the same year*
- Small grants are able to be applied for every year.

*Eligible groups are able to apply for a Mini and Small Grant in the same year, up to a maximum value of \$7k.

Mini Grant for local entrepreneurs: Up to \$1k•

- Mini Grants for local entrepreneurs are to the value of \$1,000 (incl. GST)
- Mini grants are able to be applied for every year
- For the Youth Entrepreneurship grant applicants of up to 25 years old will be eligible.

Who can apply

The below table identifies who is eligible to apply for a Economic Growth Grant. Further information about eligible groups can be found below.

Economic Growth Community Grant		
What's Included:	Desired Outcomes	Grant Sizes Available
Youth Entrepreneurship	<ul style="list-style-type: none"> Local entrepreneurs 	✓ Mini Grant
Activate local spaces	<ul style="list-style-type: none"> Local entrepreneurs Community Groups Sporting Clubs Not for Profit Organisations Businesses Business Associations 	<ul style="list-style-type: none"> ✓ Mini Grant ✓ Small Grant

Example of eligible activities for Mini to Small Grants

What can be funded ✓

- Courses or training for young local entrepreneurs
- Activations that promote and raise the profile of the City of Salisbury
- Live music performance or DJs
- Pop-up exhibitions
- Creative workshops or sessions
- Events
- Markets

What can't be funded ✗

- Activities, events or programs occurring outside of the [City of Salisbury boundary](#)
- Maintenance costs
- Travel or accommodation costs
- Requests for reimbursement of funds already spent
- Works undertaken on residential properties (including home based business)
- Applications from organisations who have outstanding debt with Council or have previously not submitted required grant acquittal documentation.
- Activities that have not received development approval (if required)
- Activities that have not received property owner consent (if required)
- Activities for which the requested supporting documentation has not been provided
- Staff wages
- Private events.

How will my application be assessed?

Each application will be assessed by the Community Wellbeing and Sport Committee, who meet on the third Tuesday of every month. In order to give the Administration time to review your grant application, you will need to submit your application on the 15th day of the month prior.

Prior to submitting your application to the Community Wellbeing and Sport Committee, the Administration will review your application and it will be weighed against the below criteria.

The Community Wellbeing and Sport Committee will then be able to review your documentation and the recommendation provided by the Administration, prior to considering your grant application. As your application and the recommendation will be in the public agenda (able to be accessed on Council's website), it is important that any information provided is able to be released to the public. Personal information (names and contact details) and all quotes provided in your application will be withheld from the public agenda.

The Community Grants Program has a limited budget; therefore, your application may be deferred to a subsequent funding round, even if eligible. The Community Wellbeing and Sport Committee have delegation to authorise funding and make the final decision on all grant funding

Mini Grants for Young Local Entrepreneurs

Criteria	Consideration	Weighting
1	Demonstrates how the activity will build entrepreneurial skills.	50%
4	Experience of suppliers or contractors nominated to deliver the training or course.	20%
5	Use of local City of Salisbury, Adelaide or South Australian suppliers and products (where possible).	15%
6	Demonstrates a clear alignment with and delivers outcomes based on Council's City Plan 2035.	15%

Mini and Small Grants for Activation

Criteria	Consideration	Weighting
1	Demonstrates how each activity addresses the Economic Grants priority areas and desired outcomes.	20%
2	The extent of increase activity in the local area.	15%
3	Cost effectiveness of the proposed activities (value for money).	15%
4	Experience of suppliers or contractors nominated to undertake activities.	10%
5	Use of local City of Salisbury, Adelaide or South Australian suppliers and products (where possible).	10%
6	Demonstrates a clear alignment with and delivers outcomes based on Council's City Plan 2035	10%
7	Demonstrates the organisation's ability and capacity to successfully deliver on the proposed activities.	10%
8	Contribution (in kind, material and financial) by the business.	10%

Funding Conditions and Acquittal Reporting

Successful applicants will be required to::

- Sign a funding agreement detailing the grant terms and conditions
- Where relevant, provide financial records, relevant insurance and any other key documentation
- Provide to Council relevant details for Electronic Funds Transfer of grant monies.
- Provide a detailed written report on all outcomes of the project funded by Council in the form of an acquittal report document (a template will be provided)
- Submit an acquittal report within 6 weeks from the conclusion of each project, providing all tax invoices and receipts – if these are not provided, the outstanding grant funding are required to be returned to Council.
- Applicants are required to spend the community grant funds within 6 months of receiving the grant funding. Any outstanding funds are required to be returned to Council.
- If the acquittal documentation is not provided, your group or organisation will be deemed ineligible for any future funding.
- Applicants may also be required to present, promote, and share their successful grant projects with the local community/other grant recipients

More information

Council is here to support you through this process. For more information or assistance with your grant application, visit our [website](#) or please contact the Coordinator, Grants Program on **8406 8340**, via email at CommunityGrants@salisbury.sa.gov.au or by visiting the Salisbury Community Hub at 34 Church Street, Salisbury.



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