LIVERPOOL CITY COUNCIL

GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY

Adopted 28 February 2024

TRIM: 2016/2682, 410735.2023

LIVERPOOL THE GREAT SOUTH WEST

1. LEGISLATIVE REQUIREMENTS

Local Government Act 1993, Section 356

2. OBJECTIVE

Council is committed to building strong and resilient communities within the Liverpool Local Government Area (LGA) and to increase social wellbeing for all residents. One way of achieving these goals is to provide financial assistance in the form of grants, donations, and sponsorships to individuals and groups to develop leadership skills, increase participation in community life and address identified social issues. Council seeks to support programs that can build or enhance the reputation and brand of Liverpool City in accordance with Council's Community Strategic Plan.

3. DEFINITIONS

Acquittal	Reporting on the activities of a project as set out in the funding agreement. This could take the form of providing financial reports, written reports, evidence of activity performance and where funding was spent
Auspice	An agreement where an incorporated organisation agrees to apply for funding or resources on behalf of an applicant that is not incorporated. If the application is successful, the auspicing organisation then administers the resources on behalf of the applicant, and is legally responsible for ensuring that the terms of the agreement are met
Charity	Listed on the Australian Charities and Not-for-profit Commission (ACNC) website as a registered charity
Community Capacity Building	Involves the provision of community activities that contribute to people developing their own capacity and resilience to maintain and build on their own resources and to manage future challenges
Incorporated Association	A legal entity (organisation) that provides legal protection to its members in legal transactions. Council verifies this using the ABN register and ASIC databases.

4. GRANTS OVERVIEW

Council seeks to enhance the use of public funds through effective grant processes. Clear grant program objectives are linked to the organisation's strategic goals, outlined in Council's Community Strategic Plan. Council's grant programs provide a coordinated and integrated approach to growing Liverpool socially, culturally, economically, and environmentally. Grants may be provided to individuals who reside in the LGA, or to community-based groups, organisations and services that operate within the Liverpool LGA and/or for the benefit of Liverpool residents. Council administers nine programs for the allocation of grants:

1. Kick-Starter Grants
2. Small Grants
3. Liverpool Young Achievers Awards
4. Community Grants
5. Sustainable Environment Grants
6. Matching Grants
7. Community Sponsorship

4.1 Strategic Outcomes

- **Community Strategic Plan**. Grant programs align with Council's Community Strategic Plan, and other social, economic, and environmental policies and plans.
- **Partnerships and collaboration**. Develop and maintain partnerships between Council and the community to achieve Council's strategic directions.
- **Capacity building**. Support community groups and organisations to function positively, develop skills and increase participation.
- **Social inclusion**. Liverpool is a diverse community and the grant programs facilitate provision of financial support to community groups in need.
- **Leveraging value**. Leverage community expertise, capacity, networks and resources to provide the best suite of grant programs.
- **Good governance**. Demonstrate integrity, professionalism and transparency in decision making and have strong governance structures in place to support this.
- **Reflection and learning**. Commitment to continuous improvement, Council will ensure there are evaluation mechanisms in place and opportunities for feedback on grant processes.

5. GENERAL CONDITIONS

5.1 General Eligibility

To be eligible for funding an applicant must:

a) Acquit previous Council grants, donations or sponsorship and have no outstanding debts to Council;
b) Be a resident of the LGA, or an organisation located in the LGA and/or principally providing services to the residents of Liverpool;
c) Include all required supporting documentation with an application; and
d) Meet all eligibility criteria specified for a specific grant program.

5.2 Applications that are ineligible for funding include:

a) Projects that have already commenced or have been completed, except under circumstances where Council is in agreement with an organisation to deliver a community event or program as outlined in 6.2.10;
b) Projects that directly contravene existing Council policies;
c) Projects that duplicate existing Council services or programs or identical projects previously funded by Council;
d) Projects that do not meet the identified priority needs of Liverpool in Council's Community Strategic Plan;
e) Applications from government departments, political parties, or commercial/profit-making/private organisations (excluding Sponsorship which accepts applications from private organisations);
f) Applications from charities for general donations;
g) Application for funding to cover shortfalls from other government departments;
h) Applications for general fundraising activities;
i) Requests for funding general operational expenditure – which includes but is not limited to administration, insurance, office equipment, car parking, transport costs/petrol, or IT costs/equipment;
j) Requests for funding employee salaries/wages or any direct employment costs;
k) Projects that will rely on recurrent funding from Council; and
l) Projects that charge people for participation, including charges to participants through an individual's NDIS funding plan.

5.3 Further Conditions

5.3.1 Council will not:

a) Provide in-house design, printing, or distribution services;
b) Provide cleansing and waste services for events;
c) Support political activities or activities that could be perceived as benefiting a political party or political campaign;
d) Support religious activities or projects exclusive to religious based groups that could be perceived as divisive within the community; or
e) Support activities that deliberately exclude any individuals or groups from participating or attending.

5.3.2 For specific eligibility requirements and exclusions for each program, refer to Section 7 of this policy.

5.4 Ethics Framework

Council will not support any activities or entities that:

a) Pollute land, air or water, or destroy or waste non-recurring resources;
b) Market or promote products/services in a misleading or deceitful manner;
c) Produce, promote, or distribute products/services likely to be harmful to the community;
d) Acquire land or commodities primarily for speculative gain;
e) Create or encourage militarism or engage in the manufacture of armaments;
f) Entice people into financial over-commitment;
g) Exploit people through the payment of below award wages or poor working conditions;
h) Discriminate by way of race, religion, or sex in employment, marketing, or advertising; or
i) Contribute to the inhibition of human rights generally.

5.5 Conflicts of Interest

5.5.1 Council staff assessing applications should identify and manage any potential conflicts of interest in accordance with Council's Code of Conduct and Ethical Governance: Conflicts of Interest Policy.

5.5.2 Council staff and Councillors must ensure that any affiliation between them and the applicant is appropriately managed when assessing applications for funding.

6. GRANTS MANAGEMENT PROCESS

6.1 Applications

All applicants must register with Council's online grants management system before applying. Applications must be submitted using the approved online application form on Council's online grants management system. Council will not accept any hard copy or emailed submissions, or any submissions after any applicable closing date or time.

6.2 Assessment and Recommendations

6.2.1 All applications received by Council will be assessed by designated Council staff.

6.2.2 Recommendations for funding of $1,000 or less may be approved by the CEO or their delegate, provided the funding is in accordance with sections 356(3), 377(1A), and 378 of the Local Government Act 1993. Council will be notified of funded projects by Council report.

6.2.3 Recommendations for funding over $1,000 will be made to Council for endorsement in accordance with Section 356 of the Local Government Act 1993.

6.2.4 For grant programs that are open for applications all year, recommendations will be made to the next available Council Meeting. For grant programs with specific funding rounds, recommendations will be made within three months of the closing date.

6.2.5 Unsuccessful applicants are encouraged to seek feedback from relevant Council staff on their application. Programs are highly competitive and even though an application may meet the program criteria it may not be competitive against other applications.

6.2.6 Council uses the Australian Business Register (ABN) as its sole source of truth to confirm an applicant's operating status as an incorporated not-for-profit or charitable organisation http://www.abr.business.gov.au/.

6.2.7 Council recognises the importance of financial and in-kind contributions. Applicants that demonstrate a commitment to the project through either financial or in-kind support are considered favourably.

6.2.8 For all applications, council will consider the criteria of: sustainability, value for money, appropriate project and evaluation process, evidence of a need for the project, the number of individuals participating in or benefiting from, and that the organisation has the capacity to deliver the project.

6.2.9 Under exceptional circumstances, an organisation that is partnering with Council may receive funding up to one (1) month after the delivery of an event or program, provided that the application for funding has been commenced prior to the delivery of the event.

6.3 Approval

6.3.1 The elected Council has authority to approve grants, donations, and sponsorship. In some circumstances, specific delegation for this purpose is given to the CEO.

6.3.2 Approval of a grant, donation or sponsorship does not imply that Council has given any other consent. Applicants should note that events or any capital works require approvals and consents from Council, NSW Police, and other state government agencies.

6.4 Funding Agreements

6.4.1 All successful applicants are required to enter into a funding agreement before funds are released and before a project can commence.

6.4.2 Council's support must be acknowledged on all promotional material. The Council logo should be used with the text "proudly supported by Liverpool City Council". All promotional material must be approved by Council prior to publication. Council also reserves the right to receive the following: joint media release opportunities, opportunity for Mayor to speak at the event or occasion, space at the event (table/stall), and tickets to attend the event or occasion.

6.4.3 In exceptional circumstances as outlined in 6.2.10, any organisation that receives grant funding in retrospect/after the delivery of the event or program, must communicate with Council how it plans to promote Council's endorsement/partnership.

6.5 Reporting

All grant recipients are required to acquit their project as detailed in their funding agreement. Reports are to be submitted using the approved online grants management system. Reports provide feedback on the success of the project in terms of the agreed outputs and outcomes, relevant data, and any lessons learnt. Funding recipients are required to submit detailed financial reports and may be requested to provide further documentation and evidence of expenditure. Council may audit recipients at any time. Previously funded applicants must receive an acknowledgement of a successful acquittal prior to applying for further funding. No further funding will be granted to any organisation who has failed to submit an acquittal report for previous funding from Council.

6.6 Minor changes to this policy

Council authorises the CEO to make minor changes to this policy to reflect changes in legislation, expiry of or changes to grant programs, and changes in Council structure.

7. FUNDING PROGRAMS

7.1 KICK-STARTER GRANTS | UP TO $500 | OPEN ALL YEAR

This program supports individuals or unincorporated community groups to establish a social enterprise aimed at addressing priorities in Council's Community Strategic Plan or a project which promotes social inclusion and increased community participation. Applications can be made for funding of up to $500 per financial year. Repeated applications of the same project in subsequent years will not be accepted.

7.1.1 Project outcomes must meet at least one of the below priorities:

a) Improve connections and social networks within the community;
b) Increase participation in community activities, including by those experiencing social disadvantage;
c) Facilitate access to education, training, or employment opportunities;
d) Improve collaboration and coordination of community support and services; and/or
e) Improve social and physical wellbeing through prevention and early intervention approaches.

7.1.2 Program timeframe

Applications can be made all year. Grants must be spent within 12 months of receiving them.

7.1.3 Eligibility

To be eligible for funding applicants must:

a) Be an individual resident or unincorporated community group based within the Liverpool LGA;
b) Be 100% volunteer run or operate as a not-for-profit; and
c) Work with Council's Community Development Worker (Funding and Support) during the project or initiative.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

7.2 SMALL GRANTS | UP TO $1,000 | OPEN ALL YEAR

This program supports a range of small-scale community initiatives.

7.2.1 Initiatives and projects can contribute to one or more of the following outcomes:

a) Develop trial community capacity building programs or facilitate small-scale community awareness events;
b) Increase engagement of individuals in academic, cultural, and environmental fields;
c) Improve relative equality, resilience, and capacity of Liverpool's diverse communities; and/or;
d) Enhance positive social, cultural, or sustainability outcomes for local communities related to Council's strategic priorities.

7.2.2 Available funding

Applications can be made for funding of up to $1,000 per project. Repeated applications of the same project or initiative in subsequent years will not be accepted.

7.2.3 Program timeframe

Applications can be made all year. Grants must be spent within 12 months of receiving them.

7.2.4 Eligibility

To be eligible for funding applicants must:
a) Be incorporated or auspiced by an incorporated organisation;
b) Be a non-profit community service organisation or group providing programs to the residents of Liverpool; and
c) Supply a copy of their most recent financial statements.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

7.3 LIVERPOOL YOUNG ACHIEVER AWARDS | OPEN ALL YEAR

The Liverpool Young Achiever Awards are prizes to students who have excelled in citizenship, academic studies, artistic endeavors, or sporting proficiency.

7.3.1 Available funding

Under each applicable category there will be two prizes as follows:

Citizenship: 1x $1,000 for a high school student 1x $500 for a primary school student	**Artistic Endeavours:** 1x $1,000 for a high school student 1x $500 for a primary school student
Academic Studies: 1x $1,000 for a high school student 1x $500 for a primary school student	**Sporting Proficiency:** 1x $1,000 for a high school student 1x $500 for a primary school student

7.3.2 Highly Commended

All eligible nominees who are not selected for the major prize will be awarded a $200 student donation.

7.3.3 Program timeframe

Applications will be accepted from the beginning of school Term 2 until the end of Term 3. A presentation ceremony will be held during Term 4.

7.3.4 Eligibility

To be eligible for this award applicants must:

a) Be a high school or primary school based in the Liverpool LGA;
b) Be nominating a student attending either a high school or primary school based in the Liverpool LGA; and
c) Supply a letter of support from the principal of the applying school for the nominated student.

7.3.5 Each high school and primary school are only eligible to submit one student nomination per year. For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

7.4 COMMUNITY HEATH, EDUCATION & ARTS GRANT | UP TO $10,000 | OPEN ALL YEAR

This program provides financial assistance to community groups and organisations for projects that foster partnerships and collaboration, build capacity, promote social inclusion, and increase community participation. Funding will support projects that address one of the following categories:

Partnership and Collaboration	a) Improve connections and build social networks within the community; b) Improve collaboration and coordination of community support and services; and c) Strengthen governance and accountability in community organisations.
Community Health, Wellbeing, and Inclusion	d) Improve social, physical, and mental wellbeing through prevention and early intervention health and safety programs; e) Increase participation of people in community health and wellbeing activities and programs, including members of the community who are experiencing social disadvantage; and f) Facilitate inclusion and access to facilities, services, open spaces, and activities.
Community Education & skills Development	g) Facilitate access to education, training, and employment opportunities; and h) Improve opportunities for people to build confidence and develop their skills.
Connection to Local Heritage and Community Art Initiatives	i) Strengthen, promote, and preserve community connection to local heritage; and j) Facilitate creative art programs and initiatives that encourage self-expression and promote community place-making and artistic endeavors.

7.4.1 Expected program outcomes

Initiatives and projects can contribute to one or more of the following outcomes:

a) Increased involvement and engagement by communities in social activities;
b) Increased number of people feeling a strong sense of social wellbeing;
c) Strengthened maintenance, management or improvement of physical and mental health and wellbeing;
d) Improved access to information and development of new skills;
e) Increased numbers of people undertaking educational courses and gaining sustainable employment;
f) Reduced financial hardship and social disadvantage, including food insecurity and homelessness; and/or
g) Increased numbers of people connecting to local heritage through publications; and/or
h) Increased number of people connecting to local communities and experiencing sense of belonging through arts and creative programs.

7.4.2 Available funding

Applications can be made for funding of up to $5,000.

7.4.3 Program timeframe

This program accepts applications all year. Applications must be submitted at least three months prior to the commencement of a project. In exceptional circumstances, an organisation that is partnering with Council may receive retrospect funding up to one (1) month after the delivery of an event or program. Grants must be spent within 12 months of receiving them.

7.4.4 Program eligibility and exclusions

To be eligible for funding through the Community Grants Program applicants must:

a) Be incorporated or auspiced by an incorporated organisation;
b) Be a non-profit community service organisation or group providing programs/services to the residents of Liverpool;
c) Have public liability insurance of at least $10 million (must be active during the period of funding); and/or
d) Supply a copy of their most recent annual report and/or financial statements.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Conditions.

7.5 SUSTAINABLE ENVIRONMENT GRANTS | UP TO $5,000 | TWO ROUNDS PER YEAR

The Sustainable Environment Grants program provides financial assistance to support schools and community groups to play an active role in reducing their impact on the environment. Council invites projects focused on environmental improvement, sustainability education, and the promotion of sustainable living as a way of life that provides benefit to the natural environment and local community. Projects can include:

- **Waste Minimisation** – including reuse, recycling, litter reduction, composting and worm farming, waste education projects;
- **Sustainable Water Use** – including water efficiency, stormwater harvesting and water reuse, rain gardens, water quality improvements, and sustainable water use education programs;
- **Environmental Improvement** – including protection and enhancement of natural areas, habitat creation for native fauna, and natural environment education programs; and/or
- **Sustainable Living** – including establishment of vegetable or native display gardens, bush tucker or community gardens, and the keeping of chickens or native bees.

7.5.1 Expected program outcomes

Projects can contribute to one or more of the following outcomes:

a) Build the capacity of schools and community groups to promote efficient resource use and improve the quality of the local environment;
b) Encourage community members to become involved and take initiative in improving their behaviours for a more sustainable future;
c) Encourage schools and community groups to identify and implement innovative approaches and positive solutions that protect and enhance Liverpool's unique natural environment;
d) Improve the health of vegetation, water quality and healthy ecosystems contributing to cleaner waterways, air, and healthier native vegetation;
e) Raise awareness and promote sustainable living as a way of life, including actively participating in Council's environmental programs and activities; and/or
f) Generate positive community engagement (e.g. involvement of local businesses, environmental education centres or botanic gardens).

7.5.2 Available funding

Applications can be made for funding of up to $5,000 per year by a school or an incorporated community group.

7.5.3 Program timeframe

This grants program has two rounds per year. Grants must be spent within 12 months of receiving them.

7.5.4 Program eligibility and exclusions

To be eligible applicants must have not received funding under this or another program for the same project (separate and additional stages of a previous project are eligible), must operate in the Liverpool LGA and:

a) Be a registered NSW school, not-for profit pre-school or childcare centre; or
b) An incorporated non-profit community organisation providing programs or services to residents of Liverpool; or
c) A community group auspiced by an incorporated organisation.

Applications will not be accepted by for profit organisations.

Funding cannot be used for overall project administration, capital works for major infrastructure or construction of buildings, or work being completed on land not owned by the applicant without evidence of approval from the landowner.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Conditions.

7.6 MATCHING GRANTS | UP TO $15,000 | OPEN ALL YEAR

This program provides financial support to projects that build or strengthen communities within Liverpool. These projects should focus on supporting the development and implementation of community capacity building activities, , maintaining and conserving community assets, and providing opportunities for a broader cross section of the community to be involved in community and recreational activities.

7.6.1 Funding will support projects that address one of the following categories:

Arts	Contribute community art to a neighbourhood or work to increase the participation of residents within art-based programs/projects.
Capacity Building	Bring residents together and enhance participation in the community, including those who are experiencing social disadvantage, or provide benefits to address an identified community need.
Domestic Violence (DV)	Projects that increase awareness of DV, focus on prevention of DV or provide support to victims of DV in Liverpool.
Youth Engagement	Focus on increasing the ability of young people to obtain skills and qualifications or increase their active participation within the community.
Accessibility	Enhance and improve access options for the community, either through education, transport, disability access or connectivity.
Environment	Address environmental issues and concerns or contribute to environmental education and awareness.
Infrastructure	Projects that aim to upgrade, develop, or improve community infrastructure such as community centres, amenities buildings or sporting infrastructure. Note these grants cannot fund the improvement of privately owned facilities.
Community Safety	Address community safety and security issues. These projects can also include addressing perceptions of community safety.
Public Space Activation	Community activities that activate or diversify the night-time economy including pop up entertainment and night-time performances in public spaces
Sport Development	Contribute to the development of sporting groups or enhance participation in sporting and recreational activities.

7.6.2 Expected program outcomes

Grants from this program can contribute to one or more of the following outcomes:

a) Develop social connections and partnerships within communities, or reinforcement of those that already exist;
b) Increased participation in community activities and organisations by improving collaboration and coordination of community support and services;
c) Strengthened opportunities for community members and others to build personal creativity and self-expression;
d) Increased opportunities for community members to acquire or develop new skills and/or employment;
e) Create, renew or revitalise places and spaces within the community;
f) Strengthened community members' feelings of safety and sense of belonging within public spaces; and/or
g) Improved condition and accessibility of community infrastructure

7.6.3 Available funding

The matching grants program recognises community contribution towards a project and can offer up to $15,000 support to match this contribution. Contributions from the community can be made in cash or value-in-kind. Recognised in-kind community contributions include:

a) Design services, professional services, trade services (such as plumbing), provision of trucks and plant, concreting and painting, donated supplies, materials, or venues;
b) Volunteer time such as labour, set up and pack down, and meeting time to identify, plan and implement projects. The rate of volunteer time is calculated as $25 per hour. For professional or contracted services, the rate is $75 per hour' and/or
c) Direct cash input to the project through donations or income generated.

The value of in-kind contributions should be verified by an independent quote, and where the value is in question, Council's assessment of the value of in-kind contributions will take precedence in the assessment of the matching grant given. The costs of Council and other approvals required by government agencies/authorities must also be considered when applying under this grants program.

Infrastructure and Capital Works

The matching grants program accepts applications from eligible community groups and organisations for Infrastructure upgrades and minor Capital Works towards maintaining, repairing, and improving community assets. In line with the grant assessment process, applicants must:

a) Provide written consent from the landowner approving the capital works and/or infrastructure improvement in accordance with landowners' licence agreement;
b) No part of funds can be used for improvements to privately owned facilities; and
c) Where relevant, submit an approved Development Application (DA) with the applications.

Any in-kind contributions will need to meet Council's Work, Health, and Safety and insurance requirements as well as any relevant legislative requirements such as the Building Code of Australia and Building Sustainability Index. The value of in-kind contributions should be verified by an independent quote, and where the value is in question, Council's assessment of the value of in-kind contributions will take precedence in the assessment of the matching grant given. The costs of Council and other approvals required by government agencies/authorities must also be considered when applying

under this grants program. Please note that Development Application costs can be included in the application.

7.6.4 Program timeframe

This program accepts applications all year. Applications must be submitted at least three months prior to a project commencing. Grants must be spent within 12 months of receiving them.

7.6.5 Program eligibility and conditions

To be eligible for the Matching Grants program applicants must:

a) Be incorporated or auspiced by an incorporated organisation;
b) A non-profit community service organisation or group providing programs/services to the residents of Liverpool;
c) Have public liability insurance of at least $20 million (must be active during the period of funding); and
d) Supply a copy of their most recent annual report and/or financial statements.

Council reserves the right to defer consideration of a Matching Grant application where planning, leasing or ownership, statutory approvals, or appropriate development issues are raised by a project.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

7.7 COMMUNITY SPONSORSHIP | UP TO $10,000 | OPEN ALL YEAR

Council may provide financial contributions of up to $10,000 through Community Sponsorship to organisations that can support growth of the Liverpool community and enhance Council's reputation. Applications to Council for sponsorship must address at least one of the following:

1. **Economic benefit**
   a) Delivers significant economic benefit to the Liverpool LGA;
   b) Delivers benefit to tourism, hospitality, and retail sectors through the attendance of regional, national, or international delegates at events;
   c) Provides a platform for research, trade, and/or investment opportunities;
   d) Attracts national or international attention to Liverpool as a place to reside, visit, work and/or invest; and/or
   e) Creates employment opportunities within the Liverpool LGA.

2. **Community, cultural, and social benefit**
   a) Provides an innovative opportunity to meet community needs and promote Liverpool's cultural diversity and celebrate its uniqueness;
   b) Enhances Liverpool's profile and reputation as an outward looking, creative, and connected city;
   c) Creates opportunities for education and information exchange between Council, the community, and the sector;
   d) Supports the organisation and activation of a charity event with the Liverpool LGA. Sponsorship funds are not to be used for direct fundraising, including but not limited to the purchase of tickets or tables at a fundraising event; and/or
   e) Attracts a major program to Liverpool that has South West Sydney region, state, or national significance.

3. **Environmental benefit**
   a) Enhances Liverpool's reputation as a sustainable city through leadership in waste and environment management.

7.7.1 Expected program outcomes

Projects must contribute to one or more of the following outcomes:

a) Provide an opportunity for measurable economic, social, environmental, or cultural benefit to Council and the Liverpool LGA;
b) Provide opportunities for the community to participate and contribute to activities/events in the Liverpool LGA;
c) Create a valuable strategic alliance for Council;
d) Provide promotional/publicity opportunities across a range of media outlets; and
e) Promote Liverpool's reputation as a great place to live, visit, work, and invest.

7.7.2 Program timeframe

- This program accepts applications all year;
- Applications for events must be submitted at least three months prior to an event taking place. Applications submitted with less than three months lead time will be deemed ineligible. In exceptional circumstances, an organisation that is partnering with Council may receive retrospect funding up to one (1) month after the delivery of an event or program; and
- Activities must take place within 12 months of sponsorship funding being received.

7.7.3 Program eligibility and conditions:

To be eligible for the Community Sponsorship program applicants must:

a) Be incorporated (or auspiced by an incorporated organisation) and hold a current ABN;
b) Be a non-profit community service organisation or group providing programs/services to the residents of Liverpool;
c) Have public liability insurance of at least $10 million (must be current during the period of funding);
d) Supply a copy of their most recent annual report and/or financial statements;
e) Apply for sponsorship towards an event or activity in the Liverpool LGA that attracts a significantly high level of attendance from the community and provides direct benefits for Liverpool based organisations and/ or Liverpool residents;
f) Ensure that attendance and participation is free for Liverpool residents; and
g) Must be registered with the Australian Charities and Not-for-profits Commission if an application is for a local charity event.

7.7.4 Funding will not be provided to:

a) Projects that do not address the identified directions of the Liverpool LGA as set out in Council's Community Strategic Plan;
b) Charities for general donations including the purchase of tickets or fundraising tables at an event;
c) More than one event within the Liverpool area in a two-month period that celebrates or marks a specific occasion or activity;
d) Organisations whose activities are not aligned with the City's ethical framework;
e) Previous recipients who have not fulfilled the conditions of a sponsorship;
f) Organisations that are not registered in Australia;
g) Activities or events that do not benefit the Liverpool LGA or its residents; and/or
h) Underwrite events, programs or projects.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

7.7.5 Council's current standing sponsorship resolution:

Sponsorship Activity	Amount	Council Resolution
Police Officer of the Year	$1,000	27/06/2011

7.7.6 Approval of sponsorship does not imply that Council has given any other consent. Applicants should note that many festivals and events require approvals and consents from Council, NSW Police, and other NSW Government agencies. For guidelines on applying to host an event in Liverpool, visit www.liverpool.nsw.gov.au/whats-on/events/event-organisers-information-kit-guidelines

AUTHORISED BY
Council Resolution

EFFECTIVE FROM
2021

DEPARTMENT RESPONSIBLE
Community and Lifestyle (Community Development)

REVIEW DATE
The policy will be reviewed every two years.

VERSION	AMENDED BY	DATE	TRIM NUMBER
1	Council Resolution	18 October 2010	158320.2014
2	Council Resolution	29 May 2013	097264.2013
3	Council Resolution	31 July 2013	150967.2014
4	Council Resolution	25 February 2014	026269.2014
5	Council Resolution	28 May 2014	126057.2014
6	Council Resolution	30 September 2015	227843.2015
7	Minor changes approved by CEO	12 July 2016	185151.2016
8	Council Resolution	26 April 2017	026648.2017
9	Council Resolution	29 May 2019	022779.2019
10	Council Resolution	28 July 2021	2016/2682
11	Council Resolution	16 November 2022	304915.2022-001
12	Council Resolution	28 June 2023	304915.2022-001
13	Council Resolution	13 December 2023	410735.2023
14	Council Resolution	28 February 2024	410735.2023-003

THIS POLICY WAS DEVELOPED AFTER CONSULTATION WITH
Community and Culture, Governance, Legal and Procurement, and Infrastructure and Environment.

REFERENCES
Australian Institute of Grants Management: Grant making Manifesto (2011)
Liverpool City Council: Council's Community Strategic Plan
Liverpool City Council: Code of Conduct Procedures
Liverpool City Council: Social Justice Policy and Ethical Governance, Conflicts of Interest Policy