



Morawa Sinosteel Future Fund: Guidelines

Morawa Sinosteel Future Fund Grant

The Morawa Sinosteel Future Fund Grant was previously known as the Community Development Fund. This fund has been set up to provide funding opportunities for the community benefit of Morawa. The amount of funding available will be advertised at each of the two (2) advertised funding rounds. Below is a general timeline for administration of the two funding rounds.

	<i>Applications Open</i>	<i>Applications Close</i>	<i>Applications Assessed</i>	<i>Applicants Notified</i>	<i>Funds Administered</i>
<i>Round 1</i>	February	March	March	April	May
<i>Round 2</i>	August	September	September	October	November

Who Administers the Morawa Sinosteel Future Fund Grant

The Morawa Sinosteel Future Fund Grant is administered by the Morawa Sinosteel Future Fund Committee. This committee will comprise of the Shire President, the Shire Deputy President, the Shire's CEO, and two (2) members of the community who ordinarily reside in the Shire of Morawa.

The Morawa Sinosteel Future Fund Grant Committee will assess funding applications in accordance with the Deed of Agreement's purpose. The Committee will prepare and submit recommended funding proposals to the next ordinary council meeting. At that meeting the elected members of the Shire of Morawa (the Trustee) will assess recommended funding proposals in line with the conditions set out in the Morawa Sinosteel Future Fund Deed of Agreement. Please note that the Morawa Shire Council cannot amend a Committee recommended funding proposal, however, they can return a proposal to the committee with suggested amendments.

Purpose of Grant and Eligibility

The purpose of the Morawa Sinosteel Future Fund Grant is to assist community organisations by providing financial support for –

- (a) Activities or endeavours that will provide community, or welfare benefit, to persons who are ordinarily resident in the Shire of Morawa; or
- (b) Facilities or services that improve the welfare, culture or amenity of persons ordinarily resident in the Shire of Morawa.

Preference will be given to Grant applications that:

- (a) Are community organisations that are based within the Shire of Morawa, or the majority of the members of which, are ordinarily resident in the Shire of Morawa; and

- (b) Propose to make their own contributions (such as by way of labour, materials or in kind) of at least 30% of the total value of the funding required.

How much can you apply for?

The Morawa Sinosteel Future Fund does not have a fixed maximum amount that can be applied for in any one application. However, the total grant funding amounts available across a financial year is stipulated in the Deed of Agreement as not exceeding 85% of income earned on the Future Fund funds. Please note: that for applications to be considered they must

- Be completed in full
- Contain correct quotes in-line with the Shire of Morawa Purchasing Policy
- Must have other supporting documentation where required

How and when can you apply?

You can apply for a Morawa Sinosteel Future Fund Grant at either the February or August Grant rounds. These rounds will be advertised by the Shire of Morawa using its usual communication channels such via posters, Shire Snippets, and social media. Applications must be made using the official Morawa Future Fund Grant Application Package which is available for download from the Shire of Morawa website. Alternatively, hard copies can be obtained from the Shire of Morawa Administration Office. The pack contains the general guidelines, an application form, and details on how to acquit the funds.

Who Administers the Grant Application?

The grant is administered by the Morawa Sinosteel Future Fund Committee. The final approval of a Funding Proposal is to be determined by the Council of the Shire of Morawa.

How long does it take?

The Grant process can take up to 8 weeks to be reviewed and processed at the committee level, approved at the Council level, and funds administered to the successful applicants. Organisations will be notified of the outcome of their application via phone, email, and/or mail.

How do I Acquit my Funds?

As a local government entity, the Shire of Morawa must account for all funds. As such, like most grants, it is critical that recipients of the Morawa Sinosteel Future Fund Grant provide documentation to demonstrate how the grant funds have been spent. This can be done by attaching receipts and any other relevant documents to the completed Project Acquittal form. This form needs to be completed and returned to the Shire of Morawa no later than 6 weeks of completing the event, activity, or project. In addition, a small blurb about the event, activity, or project with an image, or images that can be used for promotional purposes by the Shire of Morawa should be included. When acquittals have been received and assessed by the committee a letter will be sent back to the organisation advising that the acquittal process has been completed.

What happens if I cannot deliver my project/activity?

Approved Morawa Sinosteel Future Fund Grants cannot be transferred. Grant recipients cannot transfer part, or all, of their grant funds or items to another group or project. If an organisation is unable to deliver their project, or activity, then they will be liable to return ALL Awarded Grant Funds back to the Morawa Sinosteel Future Fund with a clear explanation as to why their project/activity could not be delivered.