



Individual Sport and Cultural Grant Policy

Classification:	Council Policy
Version Number:	2
Review Frequency:	Once in the Term of Council
Last Reviewed:	May 2023
Review Due:	2027
Responsible Officer:	Chief Executive Officer
Applicable Legislation:	<ul style="list-style-type: none"> • Local Government Act 1999 • Local Government (Financial Management) Regulations 2011
Related Policies/Procedures:	<ul style="list-style-type: none"> • Community Assistance Policy • Community Group Loan Policy • Annual Business Plan and Budget • Community Plan • Treasury Management Policy

1. PURPOSE:

- 1.1 The purpose of this Policy is to recognise the personal achievements of individuals residing in the Kingston District Council by the provision of financial assistance. Individual Sport and Cultural Grants are to assist eligible residents of the Kingston District Council to participate in sporting and cultural events to achieve their sporting, music, art or cultural goals.
- 1.2 The document to provides a framework for Council to allocate funds in an effective and equitable manner to individuals who represent Kingston at South Australian, interstate or international events in their chosen field.

2. LEGISLATIVE CONTEXT:

Kingston District Council's 2019-2029 Community Plan

Theme 4 - "Strong Communities"

A knowledgeable community that looks beyond its boundaries for inspiration and learning

- Develop an ongoing community development program
- Benchmark the township and district's performance.

A healthy & resilient community

- Provide facilities that encourage a physically active community
- Facilitate the delivery of health and wellbeing programs
- Support and promote programs and networks that encourage community leadership, participation and volunteering.

3. SCOPE:

3.1 This Policy is applicable to applicants who are residents of the Kingston District Council area and are:

- participating in a sporting, music, art or cultural activity at State, National or International level
- participating in any other event or activity that Council determines is appropriate on individual assessment, which the applicant can demonstrate will have benefit to the community.

4. ALLOCATION OF GRANTS:

4.1 Applicants are eligible for funding once per financial year as follows:

- \$100 per representation for events held in South Australia
- \$200 per representation for events held interstate
- \$400 per representation for events held overseas.

4.2 If the recipient of funds is successful in progressing to a higher level of participation (ie success at a South Australian event leads to the opportunity to participate at an interstate event), they may apply for further funding, however budgetary restrictions may apply.

5. CONDITIONS OF APPLICATION:

5.1 Applicant must be a resident of the Kingston District Council area.

5.2 Applicant has not already received funding in the current financial year, unless the application is in accordance with Clause 4.2.

5.3 Applicant is representing the Kingston community or competing for a community-based club, group or program.

5.4 Applicant must be of amateur level.

- 5.5 Applicant must provide supporting documentation to substantiate their achievement or selection, for example and official program or letter of acceptance.
- 5.6 Applications must be received on the prescribed application form, which is available at the Council office or from Council's website: www.kingstondc.sa.gov.au.
- 5.7 Grants will not be issued retrospectively.
- 5.8 Applications should be received at least one month prior to the scheduled event.
- 5.9 Each application will be decided on its merit and in accordance with this Policy.
- 5.10 Any recipient of an Individual Sport or Cultural Grant must notify Council within 14 days of any changes to eligibility criteria. If the recipient cannot participate in the event, all grant funding must be returned to the Kingston District Council.
- 5.13 Grant approval is subject to annual budgetary limits.
- 5.14 Acknowledgement of Council's contribution must be given by the recipient in any reports or interviews regarding the event.

6. CONFLICTS OF INTEREST:

- 6.1 Conflicts of interest must be declared by Council officers in accordance with the requirements of the Local Government Act 1999.

7. DELEGATIONS:

- 7.1 The Chief Executive Officer holds the delegated authority to assess and determine allocation of funds through the Individual Sport and Cultural grant program, within set budgetary limits.
- 7.2 If the Chief Executive Officer declares a Conflict of Interest, the Director Corporate Services will assess and determine the allocation of funds to the applicant, within set budgetary limits.

8. AVAILABILITY OF THE POLICY:

This Policy will be available for inspection on Council's website: www.kingstondc.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon such payment of the fee set by Council.

APPENDIX 1



Individual Sport and Cultural Grant Program

Application Form

The purpose of the Individual Sport and Cultural Grant Program is to recognise the personal achievements of individuals residing in the Kingston District Council by the provision of financial assistance. Individual Sport and Cultural Grants are to assist eligible residents of the Kingston District Council to participate in sporting and cultural events to achieve their sporting, music, art or cultural goals.

- Please read the Individual Sport and Cultural Grant Program Policy prior to completing this application
- Applications must be lodged at least one month prior to the scheduled event
- Attach all essential additional information and supporting documentation to the application form
- Keep a copy of the application for your records

Applications can be lodged:

- In person at the Council office: 29 Holland Street, Kingston SE
- Via email: info@kingstondc.sa.gov.au
- Via post, addressed to Kingston District Council, PO Box 321, KINGSTON SE SA 5275

Enquiries can be directed to:

Heather Schinckel

Director Corporate Services

hschinckel@kingstondc.sa.gov.au

Ph: 08 8767 2033

1. Applicant Details	
Name	
Postal Address	
Date of Birth	
Phone Number	
Email	
Parent/Guardian Name	
Parent/Guardian Phone Number	
Bank Details	Account Name: BSB: Account Number:

2. Achievement Details

Name of Event	
Please indicate the category the applicant will participate in: <input type="checkbox"/> Event to be held in South Australia <input type="checkbox"/> Event to be held interstate <input type="checkbox"/> Event to be held overseas	
Description of Achievement:	
Level of Participation: <input type="checkbox"/> Regional <input type="checkbox"/> National <input type="checkbox"/> State <input type="checkbox"/> International	
Supporting documentation attached?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Date of Event:	
Location of Event:	
Signature of Parent/Guardian:	

3. Approval (Office Use Only)	
Application Approved?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Amount of Funding Granted:	\$
CEO Approval Approved by: Date:	
Funding Distributed Payment made by: Date:	