

ATTACHMENT A

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**REVISED GRANTS AND SPONSORSHIPS
POLICY, DECEMBER 2008 (WITH NEW
CONTENT SHOWN IN *BOLD ITALICS* AND
CONTENT REMOVED SHOWN IN
~~STRIKETHROUGH~~)**

City of Sydney
GRANTS AND SPONSORSHIPS
POLICY

Policy owner: *Community Living Director*
Policy review date: *December 2009*

Introduction

Sydney is a tolerant, diverse, sophisticated and creative city that draws strength from the residents and visitors in the “City of villages”. Residents feel a strong sense of belonging and a personal investment in the community, demonstrated through participation in community, cultural and environmental activities, support of local business, preservation of heritage, recording of history and respecting and encouraging diversity and difference. The City of Sydney aims to draw on these strengths and provide the support which helps them flourish and grow.

The City has sixteen grants and sponsorships programs which provide funding or revenue forgone support across a range of activities encompassing community, cultural, economic and environmental. The funding and support provided through these Programs supports a diverse range of services and projects that directly benefit the community and contribute to the life of the City.

The provision of grants and sponsorships are also a mechanism for the City to further the aims identified in social, economic, environmental and cultural policies; applications are assessed against these policies and against broad City objectives and plans. The contribution of the community organisations to developing, coordinating and managing the many funded activities is also recognised and respected. In this way, the City and the community act collaboratively to bring to life the ‘City of villages’.

Definitions

1. **Grants** are defined as funds given to organisations to assist with the services or projects which they provide, where the City receives only acknowledgement as the grant giver.
2. **Sponsorships** are defined as a business agreement with organisations, where the City receives benefits equal to the value of the sponsorship.

Categories of support

Broadly speaking, there are three categories for which grants and sponsorships are available:

1. Community Services

This includes services which complement the City’s own services in the areas of Aboriginal and Torres Strait Islander background, youth, families, children, older people, culturally and linguistically diverse groups, homeless people, women, gay lesbian and transgender groups, people with a disability, environmental development, and in sport and recreation.

2. Cultural services

This includes the whole range of arts and culture services including performing and visual arts and crafts, literature, film, digital arts, design, architecture, history and heritage, food and wine, and their expression through public debate, festivals, exhibitions, performances, competitions and public celebrations of importance to individual communities and greater Sydney.

3. Business Economic Development

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This covers precinct revitalisation through a range of initiatives with chambers of commerce or appropriate business associations, ***and support for conferences.***

Legislative framework

The Local Government Act 1993, s356, states:

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance, but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if:
 - (a) the financial assistance is part of a specific program, and
 - (b) the program's details have been included in the council's draft management plan for the year in which the financial assistance is proposed to be given, and
 - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.
- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

S 377 of the Act states:

A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

- A decision under section 356 to contribute money or otherwise grant financial assistance to persons.

The grants and sponsorship approval process is provided later in the Policy.

Definitions

Cash and Value in Kind

The City provides grants and sponsorships through cash and through value in kind. Value in kind is defined as those things which the City would normally charge for, but which it provides at a reduced rate or free of charge, including:

- park hire
- venue hire
- banner pole hire
- **workspace** accommodation (*including offices and creative spaces*)

The City values these sponsorships at the price which would have been charged if the value in kind was not part of the sponsorship.

Any services that are a real cash cost to the City, such as cleaning, will be accommodated through the provision of cash to the grant recipient to assist with those costs. The City will not waive fees for services such as development applications or temporary food vending permits.

Categories of funding

The City provides sixteen mechanisms for the allocation of grants and sponsorships. These are a mixture of annual programs, for which applications are accepted once a year, twice yearly programs and ad hoc programs which can be applied for at any time in the year.

1. Quick Response Grants Program – ad hoc.
2. Local Community Grants Program – twice yearly.
3. Local Action Plans Matching Grants Program – *quarterly*.
4. Heritage Grants Program – annual.
5. Environmental Grants Program – annual.
6. History Publication Sponsorship Program – ad hoc.
7. ~~Community Festivals Program – ad hoc.~~
7. **Laneways Business Development Program – ad hoc**
8. Community Services Grants Program – annual.
9. Conference Sponsorship Program – ad hoc.
10. Business Support Program – annual.
11. Cultural Sponsorship Program – annual.
12. Major Festivals Program – ad hoc.
13. Banner Grants and Sponsorship Program – ad hoc.
14. Reduced Rates: Community Venues – ad hoc.
15. Reduced Rates: Major Venues – ad hoc.
16. Accommodation Grants Program – ad hoc.

Eligibility and Exclusions

To be eligible for funding, an organisation must:

- be not-for-profit (with the exception of the Heritage Grants Program) ;
- be an incorporated body, be auspiced (sponsored) by one, or for the Local Action Plans Matching Grants Program only a community or neighbourhood committee or group;
- offer a project in the City of Sydney, or primarily for the City of Sydney community (minimum of 75% participants from the LGA);
- acquit previous City of Sydney grants and have no outstanding debts to the City of Sydney.

Ineligibility

The City of Sydney does not provide grants for:

- projects that duplicate existing services or programs;
- projects that do not meet the identified priority needs of the Sydney Local Government Area;
- projects that directly contravene existing Council policy.

General Exclusions

The City will not provide grants and sponsorships for:

- Individuals (other than the Quick Response Grants Program, the History Publication Sponsorship Program, *the Laneways Business Development Program* and the Heritage Grants Program)
- General donations to Charities (however the City may provide grants to specific projects run by charities where they meet the criteria)
- Permanent staffing or ongoing operational costs (other than the Major Festivals Program)
- Projects that will rely on recurrent funding from the City of Sydney (***other than the Major Festivals Program and community events as approved by Council***);
- Capital expenditure over \$5,000 (equipment up to a cost of \$5,000 may be funded)
- Waiver of fees including those for Development Applications, Health inspection fees, Health approvals, Section 68 approvals, Place of Public Entertainment approvals, Temporary Road Closures, and filming fees.

The City will not provide in-house design, printing and distribution services. However, organisations may apply for funding to undertake these activities themselves.

Support will not be given to overtly political activities or activities that could be perceived as benefiting a political party or political campaign.

Support will not be given for overtly religious activities that could be perceived as divisive within the community.

Generally, the City of Sydney will not accept applications from:

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- commercial organisations operating on an expected profit basis (*with the exception of the Laneways Business Development Program*), unless there is a significant benefit to the City;
- individuals and unincorporated organisations, unless auspiced by an eligible incorporated organisation (except in the Local Action Plans Matching Grants Program, *the Laneways Business Development Program*, Heritage Grants Program and History Publication Sponsorship Program);
- previous grant recipients who have not fulfilled the conditions of the particular grant; or
- applicants that have not included the required supporting documentation.

It should be noted that Council may approve grants and sponsorships outside this policy as it sees fit and that nothing in this Policy will prevent Council giving small gifts to organisations from time to time nor providing support for Civic functions or one-off unpredicted events.

This Policy does not cover corporate sponsorship ***received by the City.***

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Approval and assessment process for grants and sponsorships

Grant Program	Funding available	Frequency	Approval process
Quick Response Grants	Up to \$1,000	Ad hoc	Approved by CEO in consultation with the Lord Mayor – reported to Council in quarterly financial reports
Local Community Grants	Up to \$5,000	Twice yearly	Approved by Council
Local Action Plans Matching Grants Program	Up to \$10,000	Quarterly	Approved by Council
Heritage Grants Program	Up to \$10,000	Annual	Approved by Council
Environmental Grants Program	Over \$5,000	Annual	Approved by Council
History Publication Sponsorship Program	Up to \$15,000	Ad hoc	Approved by Council
Community Festivals Program	Up to \$20,000	Ad hoc	Approved by Council
Laneways Business Development Program	Up to \$30,000	Ad hoc	Approved by Council
Community Services Grants Program	Over \$5,000	Annual	Approved by Council
Conference Sponsorship Program	Up to \$20,000	Ad hoc	Approved by Council
Business Support Program	Up to \$50,000	Annual	Approved by Council
Cultural Sponsorship and Grants	Over \$5,000	Annual	Approved by Council
Major Festivals Program	Funding negotiated individually	Ad hoc	Approved by Council
Banner Program	Revenue forgone	Ad hoc	Approved by CEO in consultation with the Lord Mayor – reported to Council in quarterly financial reports
Reduced Rates (Community Venues)	Revenue forgone	Ad hoc	Approved by CEO in consultation with the Lord Mayor – reported to Council in quarterly financial reports
Reduced Rates (Major Venues)	Revenue forgone	Ad hoc	Approved by CEO in consultation with the Lord Mayor – reported to Council in quarterly financial reports
Accommodation Grants Program	Revenue forgone	Ad hoc	Approved by Council

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Assessment process

All grants and sponsorship applications received by the City are assessed by a panel of at least three relevant Council officers. Recommendations for all cash programs over \$1,000 are presented to Council for their approval.

If considered relevant, some applications may be assessed by external parties who have skills and professional expertise that adds beneficially to the assessment process.

Administration of the grants and sponsorships programs**Provision of information about grants and sponsorships**

Information about the City's grants and sponsorships programs is available on the City's website at: www.cityofsydney.nsw.gov.au/grants

Application forms for all programs are available from the One Stop Shop or Neighbourhood Service Centres. These are available when the grant programs open (in the case of annual or twice yearly programs) or all year round in the case of ad hoc programs.

Information can also be requested via the e-mail address: communitygrants@cityofsydney.nsw.gov.au or by calling 02 9265 9333

The City holds a minimum of four information sessions a year on the grants programs. Organisations or community groups may request a presentation on the grants and sponsorship programs or advice on their application, and where reasonably possible Council officers will provide this service.

Contracts

All successful applicants will be required to enter into a contract before any funding can be released and before the project can commence. This contract will detail:

- The description of the project/activity for which funding is being provided
- The amount of cash funding to be received and the details of any value in kind support
- Specific performance criteria for each project – these should be provided when applying and can then be negotiated prior to the final signing of a contract
- Payment schedule
- Deadline for the submission of the project acquittal

In some instances, organisations may enter into a number of contracts with the City in regards to a project that has received funding. For instance, an organisation running a community festival may receive a sponsorship contract and then a contract for the use of a City Park. Council officers will provide advice if this is the case.

Applicants should note that many festivals and events require approvals and consents from the City, the Police and other State Government agencies. Approval of a grant does not fetter the City's role as a consent authority and does not imply that the City has given consent. Advice on relevant consents can be obtained from the Cultural Development Unit contactable via communitygrants@cityofsydney.nsw.gov.au or by calling 02 9265 9333.

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Release of funding

The City has a staggered grants funding program. This means that not all the funds granted will be necessarily available at the start of each project. Generally, funding under \$10,000 will be provided in a one-off payment. In some instances where the organisation is a first time recipient or has performance criteria tied to grant payments then funding may be split so that 50% or 75% is received at the start of the project and the remainder at the end.

Grants over \$10,000 will generally receive staggered funding, usually 50% at the start and 50% at the completion of the project.

Unincorporated organisations will have a staggered funding schedule generally provided in 25% increments against specific performance criteria.

The City takes a commonsense approach to the release of funds and organisations may negotiate to have their funding released in different proportions over the course of the contract if not doing so will adversely affect their capacity to undertake the project.

1. Quick Response Grants Program

The Quick Response Grants provides support to individuals and organisations for unforeseen, emergency or exceptional circumstances. The City will provide grants in cash and value in kind, to appropriate proposals. Grants are not recurrent and a maximum amount of \$1,000 is available to any applicant in any financial year. It is expected that applicants will provide evidence of some personal contribution or fund-raising efforts towards the proposal costs.

Program specific eligibility and selection criteria

- Applicants must be a resident of the City of Sydney.
- Individuals and teams may apply but must provide support documentation from their club or association and peak body.
- Community development proposals must have a budget, clear objectives, and indicate preparedness to meet agreed accountability requirements.
- Applicants may only receive funding through this Program once each financial year.

Applicants must meet at least one of the following criteria:

- Contribute towards a coordinated approach to service delivery and the development of responses to emerging social issues.
- Strengthen formal and informal support networks, reduce isolation and increase community participation and opportunities especially for people with the greatest need.
- State or National representation in the fields of the arts, sports or academia, at a significant event which is considered critical to career development.
- Be a team or individual from a disadvantaged background in pursuit of a unique sporting, cultural or academic experience and produce considerable social capital for those involved.
- Unforeseen circumstances – urgent situations that will have a detrimental effect on the individual or an organisation and its services if not dealt with immediately. This is strictly for situations that could not be foreseen and applicants will need to show evidence of how this situation arose and their financial status.
- Opportunities to present nationally recognised leaders in a sporting, academic, cultural or environmental field to the local community.

General Policy eligibility and exclusions apply.

2. Local Community Grants Program

The whole city of Sydney benefits greatly from the work done by local community organisations. The life of the City of villages is enriched by the provision of services, resources, events, projects, cultural experiences and community based activities. The Local Community Grants Program provides one-off grants to support this work to organisations based, or providing events or services, in the City of Sydney Local Government Area. These grants are available twice yearly.

Priority is given to applications which demonstrate genuine community involvement or need and that help the City further the aims of Sustainable Sydney 2030 at a local level.

Program Objectives:

The Local Community Grants Program aims to:

- support cultural and community projects, events and activities occurring within the City of Sydney Local Government Area.
- foster or provide new services, initiatives and resources which address the needs of the City community.
- improve awareness and use of cultural and community services and resources in the City.
- create opportunities which develop the knowledge, skills and confidence of community members.
- encourage increased participation in local community and cultural activities, building a greater sense of community.
- contribute to a vibrant cultural and community life in the City of Sydney.

The grants are provided for specific projects, and are limited to a maximum of \$5,000 (excluding GST). Organisations may apply in each of the annual grants rounds; however applications must be for different projects.

Selection Criteria

To be considered for a grant, applications should clearly describe the proposed project and show how it will:

- provide a direct benefit to the city community by delivering community or cultural services, activities, or resources to the city community.
- meet the needs of the community in general or specific target groups such as children, young people, older people, people with disabilities, women, culturally and linguistically diverse people, Aboriginal people or people of Torres Strait Island origin, gay lesbian bisexual or transgender people.
- strengthen ties within and between the various districts of the city and assist in building an increased sense of community.
- develop knowledge, skills and confidence in the community to encourage greater participation in city and cultural life.

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- complement existing community and cultural services, programs and resources provided by Council, government agencies and non-government providers.

Applications must show the contribution of the organisation applying to the project or activity through cash, in-kind or volunteer support. Applications must also demonstrate the organisation's ability to manage and deliver community or cultural services and not become dependent on ongoing financial assistance from Council.

General Policy eligibility and exclusions apply.

3. Local Action Plans Matching Grants Program

The City of Sydney's Local Action Plans Matching Grants Program has been established in response to the outcomes of the Local Action Plan Strategy and provides a mechanism for community engagement, skills development, capacity building and shared funding arrangements for the delivery of appropriate programs.

Project submissions **will be called for quarterly and will be** required to demonstrate how they will **meet a specific** community project or objective in the Local Actions Plans. ~~which address a specific community need and/or build community capacity.~~ Some of the projects or initiatives may include physical improvements, environmental sustainability projects, cultural projects, community activities and events.

Matching Grants in-cash and in-kind

The significant difference between general grants or sponsorships and a matching grants model is the intent to support projects that involved genuine community participation. By 'matching' what the community contributes to the project the City is building or strengthening partnerships between the City and the community, supporting the community identified projects and building a sense of community as people work together on the project.

Community contributions recognised include:

- In-kind contributions such as donated supplies, materials or services;
- volunteering time such as labour, set up & pack down, and meeting time to identify, plan and implement projects;
- direct cash input to the project (donations, income generated)

The City contribution will match the community contribution to projects in-cash or in-kind. In-kind contributions from the City are defined as those things which would normally be charged for but are provided at a reduced rate or free of charge. This may include park hire, venue hire, banner pole hire. The City may contribute cash to match community in-kind contributions i.e. a project involving a community in-kind contribution for donated supplies, labour and volunteer hours to coordinate the project estimated at \$2,500 could receive a cash grant of \$2500 from the City for the equipment and specialist staff required for the project.

Program Objectives:

The Local Action Plans Matching Grants Program aims to:

- support the projects identified by the participants themselves to achieve the projects and objectives in the Local Action Plans;
- build social capital and community capacity through creating a spirit of cooperation within the community and between the City;
- provide a mechanism for community engagement, skills development, capacity building and shared funding arrangements for the delivery of appropriate programs;
- realise the vision articulated by the community in the Local Action Plans;

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- encourage community participation and self determination by accepting proposals from residents and members of the community that bring to life their own Local Action Plans;
- provide an opportunity to support some of the new initiatives identified by the community through the Local Action Plan process;
- enhance, not replace, the existing grants programs and to operate in tandem with the projects that the City already supports.

Evaluation Criteria:

To be considered for a grant, applications should clearly describe the proposed project and show how it will:

- be derived but not limited to the identified community requests outlined in the approved Local Action Plans which address a specific community need and/or build community capacity;
- ~~meet at least one of the 'Project Type' criteria in the Application Form;~~
- ***meet the priority project area identified for the Local Action Precinct in which they are applying;***
- assist in building an increased sense of community;
- strengthen ties within the community and between the community and the City;
- develop knowledge, skills and confidence in the community to encourage greater participation in City life;
- involve community members/volunteers in the process;
- contribute the matching community resources (in-kind or in-cash);
- manage and deliver the project without becoming dependent on ongoing financial assistance from the City.

General Policy eligibility and exclusions apply.

4. Heritage Grants Program

The aim of the Heritage Grants Program is to encourage landowners, both private and not for profit, of heritage items to undertake new conservation work which, without the financial assistance of the Fund, may not be able to occur. In doing so, the quality of the City's heritage is improved. The main aim of the Program is to fund small scale conservation/restoration work (i.e. under \$10,000).

Eligibility

- The site or building in question must be within the City of Sydney Local Government Area and must be listed as a Heritage Item, or within a Heritage Conservation Area, or within a Heritage Streetscape on a statutory list at Federal, State or local government level.
- Individuals and institutions will be eligible to apply for funding;
- Property owners receiving State and Federal heritage assistance will generally not be eligible to apply for funding;
- Property owners seeking funding for retrospective works will not be eligible to apply for funding;
- Property owners of Central Business District (CBD) heritage properties will not be eligible to apply for funding unless they have exhausted their ability to access the City's Heritage Floor Space (HFS) scheme. The HFS scheme offers CBD owners of heritage buildings/sites the chance to receive awards of HFS in exchange for completing conservation works. The award of HFS has a dollar value and is then tradeable on an open market that requires allocation of the HFS to development in the CBD, however there is a maximum cap on how much HFS can be awarded and allocated to any CBD heritage building or site.
- The Government (be it Local, State, or Federal) will not generally be eligible for funding on the basis that Government buildings are generally exempt from costs associated with properties, such as the payment of rates. Where such Government items/buildings are of National or State significance, Federal grants may be available to assist.

Selection Criteria:

Small Scale Conservation/Restoration Work

- Eligible applicants only (i.e. projects must be publicly visible or in publicly accessible parts of the site or building; property must be a listed heritage building, or identified as a "contributory" building by a City of Sydney heritage study, located within a Heritage Streetscape or a Heritage Conservation Area).
- The work must constitute conservation, restoration or reconstruction work, adequately researched from physical and/or documentary and/or photographic evidence.
- Inclusion of a quotation from a qualified and experienced heritage consultant or experienced heritage tradesperson for the work in question.
- Where necessary, inclusion of a Development Consent demonstrating approval of proposed work, or inclusion of plans and a Development Application plus supporting documents for proposed work (i.e. not yet approved).

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- The applicant's ability to demonstrate technical and financial responsibility with regard to the proposed project, specifically demonstrating ability to complete the project within 12 months of receipt of the grant or within 12 months following the issue of development consent.
- Exterior painting of heritage buildings may be funded, provided that the colour scheme proposed is an adequately researched heritage colour scheme (for example, for a commercial/retail building in King Street, Newtown, sourced from the King Street & Enmore Road Paint Scheme on the City's website).
- Works to weatherboard buildings may be funded, provided that the building in question is identified as being of heritage significance in the City of Sydney Weatherboard Buildings Study and complies with the other listed requirements (stated above).

Applicants may also apply for funding to undertake heritage documentation work, for example a heritage impact statement or conservation management plan. Funding will be available up to \$5,000 on a matched funds basis. Up to 10% of the Program budget will be allocated towards funding these applications.

Priority will be given to:

- Urgent projects to avert a threat to a heritage item;
- Projects unlikely to attract funding from another source (for example, from State or Federal heritage funding);
- Projects which would encourage the conservation of other heritage items or items of significance;
- Projects proposed by non-profit organisations;
- Projects of demonstrated heritage value to the community: for example the restoration of a prominent and important heritage item;
- Projects proposed for items of heritage significance and public visibility of the subject building or site; and
- Projects which have high public accessibility, for example: work to a heritage item which is open to the public.

In addition, up to 20% of the Program budget will be allocated towards the conservation and restoration of privately owned commercial buildings located throughout the City's whole Local Government Area.

Funding will not be provided for:

- conjectural reconstruction (for example uninformed addition of "period" features to buildings);
- relocation of heritage items;
- purchase of buildings;
- new additions to heritage buildings including new internal fittings such as kitchens or bathrooms; and
- projects already completed.

General Policy eligibility and exclusions apply.

5. Environmental Grants Program

The Environmental Grants Program supports projects that provide a clear environmental benefit to the City community by delivering services, activities, or resources that result in direct environmental improvement and/ or develop knowledge, skills and confidence in the community to encourage environmental improvement within the City of Sydney area. Projects that are supported are those that complement the City's own Environmental Management Plan and that creatively engage the community in improving the state of the environment.

The Environmental Grants Program aims to encourage the development or provision of community-based services and programs. Applicants must include sufficient detail in their application to demonstrate that:

- the proposed service or activity is well developed with a clear rationale and implementation strategy;
- the planned service or activity complements and does not duplicate existing services in the area;
- the need for the project is clearly identified and consistent with the priority target areas outlined below;
- the organisation is well placed to provide the service or activity, including adequate details of the organisation's capacity and financial position.

Priority will be given to projects which help the City further the aims identified in Sustainable Sydney 2030. Preference will also be given to innovative projects that address one or more of the following priority environmental needs:

Greenhouse Gas Reduction

- Improvement in energy efficiency
- Uptake of renewable energy supplies
- Reduced greenhouse gas emissions

Water

- Potable (mains) water efficiency/ reduction
- Water capture/ treatment/ recycling
- Stormwater quality and/or quantity improvement
- Water quality monitoring or assessment of waterways.

Applications will also be considered for projects that address one or more of the following areas:

Air Quality

- Reduced air emissions
- Monitoring air pollution

Waste

- Waste reduction / litter avoidance
- Waste re-use
- Improved recycling

Flora and Fauna

- Endangered species preservation
- Domestic pet control

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- Planting and maintenance of local native plants (species list available from Council)
- Improved native wildlife habitat/ food sources

Environmental Education

- Programs to improve the local environment through behavioural change training and education

Other Environmental Benefits

- Development and implementation of Environment Management Plans or structures;
- Environmental monitoring programmes;
- Any other programme which is able to demonstrate an environmental benefit within the LGA.

Where ever possible environmental benefits should be quantified e.g. tonnes of greenhouse gas emissions saved or volume of water saved. Qualitative benefits, such as increased public awareness or greater understanding of our current environment impacts, should also be clearly stated.

To be considered for a grant, applications should clearly describe the proposed project and demonstrate how it will:

- provide a direct environmental benefit to the city community by delivering services, activities, or resources;
- result in direct environmental improvement and/ or develop knowledge, skills and confidence in the community to encourage environmental improvement within the City of Sydney area;
- complement existing services, programs and resources provided by Council, government agencies and non-government providers;
- become self-sustaining if the project will continue beyond the funding period, and not become dependent on ongoing financial assistance from Council.

All applications will be assessed for their potential environmental improvement against the level of funding requested.

General Policy eligibility and exclusions apply.

6. History Publication Sponsorship Program

As Australia's oldest city, the history of Sydney is diverse, rich and intriguing. Much of this history has been unrecorded and there is much still to discover and interpret. To complement the work of the City Historians, the History Publication Sponsorship Program provides sponsorships to assist with the costs of publications that are considered relevant to the ongoing research into and recording of the history of the City of Sydney. Sponsorships of up to \$15,000 are available.

For the purposes of this Program, "Publication" is defined as being in the form of a printed document (or documents) or in an electronic format that is 'book-like' as required to receive an ISBN. An ISBN can be allocated to printed books and pamphlets; microfiche publications; book readings on cassette and educational videos; multimedia kits containing printed material; educational computer software; and online publications.

Applications can be made only to assist with the costs of publication. Applications will not be accepted for uncompleted work, or work that is not at publication stage. This Program does not provide funding for historical research. Applications can be made through the Local Community Grants Program or the Cultural Grants and Sponsorship Programs for funding to assist in research costs.

Applications will be assessed against:

- The general historical interest of the proposed publication
- Originality and new historical research
- The quality of the proposed publication
- The relevance to the City of Sydney Local Government Area
- The capacity of the applicant to complete the project and ensure publication

This Program will respond on an ad hoc basis to requests from publishers and historians.

General Policy eligibility and exclusions apply.

7. Community Festivals Program

In supporting Community Festivals, the City aims to bring into focus the things that unite communities, those things which are causes for celebration. Community Festivals fulfil a number of roles in the life of the City. Some are organised to build community spirit and to bring neighbourhoods together. Many aim to celebrate the unique qualities of their communities. Others raise funds for local community groups. Some provide performance opportunities for local artists and promotional opportunities for local service organisations. Local retailers benefit from Community Festivals.

It is the intention to draw on and support the strengths of individual communities in the spirit of the City of Villages. It is not intended to impose a view of the local community from the City's perspective.

Program features

The City makes grants to a range of Community Festivals. The City also produces a small number of Community Festivals where there is not the means within the community to produce it themselves. Grants are provided in cash and through value in kind.

Broadly, the City provides \$20,000 in cash to larger festivals (in scale and audience) and \$15,000 in cash to smaller festivals. It provides \$10,000 in cash to festivals which are also supported by neighbouring Councils or landowners.

In principle, the City will also provide the waiver of park hire fees and of banner pole hire fees, subject to availability.

Exclusions and Selection Criteria

Community Festivals, for the purposes of this program, are generally local, free to the public events, which take place annually. They do not include larger scale events aimed at a broader audience reflecting the global city, some of which can take place over several days or weeks, such as the Sydney Gay and Lesbian Mardi Gras.

Organisations applying:

- Must demonstrate an ability to effectively manage and deliver the festival. The organisation must have a proven history in the delivery of successful community events/festivals.
- Must demonstrate a capacity to sustain the festival through changes of management through maintained corporate knowledge, including the history and tracking the development of all aspects of the festival, especially operational requirements.

Exclusions:

- Individuals
- New projects / first time festivals (these projects may be eligible for a Local Community Grant).
- National / State wide projects that are the responsibility of other government departments.

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- ~~Community Festivals which duplicate and/or conflict with other festivals or resources.~~

Selection Criteria

~~Community Festivals must demonstrate that they:~~

- ~~Strengthen ties within and between the various districts of the City and assist in building an increased sense of community. The festival is required to reflect and be relevant to the local community.~~
- ~~Demonstrate the unique qualities of the local community, in line with the City of Villages vision.~~
- ~~Provide opportunities for community representation including, businesses, retailers, artists and community groups.~~
- ~~Provide a direct benefit to the local community in form of:~~
 - ~~funding for local services infrastructure, and/or~~
 - ~~building information and networking opportunities; and/or~~
 - ~~encouraging development of local resources/artists.~~
- ~~Develop knowledge, skills and confidence in the community to encourage greater participation in cultural life.~~
- ~~Provide opportunities to promote the City, eg providing a City stall at the event, in press releases, logo acknowledgement on brochures, banners, signage, etc.~~

~~General Policy eligibility and exclusions apply.~~



7. Laneways Business Development Program

The Laneways Business Development Program aims to assist small business locate and thrive in the finegrain precincts of Sydney's city centre and enhance the diversity, vitality and economic vibrancy of these areas.

The Laneways Business Development Program focuses on 'finegrain' business activity in the CBD. 'Finegrain' businesses are small scale, diverse and innovative businesses that are likely to be engaged in specialist retail, hospitality and entertainment or will otherwise encourage activation of under-used spaces in city laneways and plazas with business activity that is currently undersupplied or non existent in the city centre.

It is a competitive, grant program providing business mentoring and training and matched cash funding for structured business development assistance.

This program will support new and existing small businesses locate and thrive in the laneways precincts of the city centre, that contribute to achieving the broad aims of the Sustainable Sydney 2030 strategy to create a Green, Connected and Global Sydney.

Program Objectives

This program will support new and existing small businesses to locate and thrive in the laneways precincts of the city centre, businesses that contribute to achieving the broad aims of the Sustainable Sydney 2030 strategy to create a Green, Connected and Global Sydney.

Specifically this program aims to support businesses that contribute to developing a Lively and Engaging City Centre and enhance A Globally Competitive and Innovative City by;

- Strengthening existing or developing new finegrain precincts with specialised retail, hospitality, entertainment or other appropriate business activities*
- Enhancing the fine grain of the city in streets and lanes as a means of drawing more people and life to the city centre*
- Activating existing blank edges in streets, laneways, empty plazas or other city spaces with new uses and/ or creating new activities in the fine spaces of the city centre*
- Providing a business activity/offering that is undersupplied or non existent in the city centre, that will attract people to the city centre*
- Providing a balance of day and night time activity with diverse and distinctive economic and community benefit*
- Utilising temporarily or long term vacant space for new and creative uses*
- Providing support to new and emerging businesses through support services.*

The City encourages businesses which support employment and training for Aboriginal and Torres Strait Island people, people with disability, people with culturally and linguistically diverse backgrounds and people who are homeless.

GRANTS AND SPONSORSHIPS POLICY

For each application a City of Sydney assessment panel carries out a viability and risk assessment.

Assessment will take place in accordance with the Business 1-2-3 development framework which is outlined in detail in the Laneways Business Development Program guidelines.

Eligibility Criteria

The Laneways Business Development Program is open to small businesses that can demonstrate that their activities will contribute to the program objectives and meet the following eligibility criteria.

- *The small business must be located a laneway precinct within the Sydney CBD area (refer to map);*
- *The small business employs, or is planning to employ less than 20 people;*
- *The applicant is an Australian Citizen or permanent resident of Australia and the business/company is registered in Australia*
- *The applicant holds approved Development Consent and all required operating licenses, or has lodged such applications*

Persons or businesses employed by the City of Sydney or other government agencies are not eligible to apply to this program. Companies with a annual turnover greater than \$5 million, or their subsidiaries are not eligible to apply to this program.

Successful applicants must be registered for GST and hold all legally required operating insurances.

Grants will be only awarded where the required Development Application(s), liquor and required operating license requirements have been approved. operating insurances.

Matched Funds

The applicant must make a matched contribution to the business for which funding is sought. The contribution requirement refers to cash only, not to in-kind contributions, which will be used as investment into the business. This contribution must not be obtained through any other subsidy from state, territory or federal governments.

General Policy eligibility and exclusions apply.

8. Community Services Grants Program

Community organisations that work in or for the City of Sydney Local Government Area provide significant benefits to the city community through the development and delivery of activities, projects or resources. The work they undertake helps meet the needs of the diverse city community, in particular the needs of the more disadvantaged residents.

This Community Services Grants Program recognises the value of this work and contributes to it through the provision of one-off grants to non-profit organisations based in, or providing events or services of benefit to the community in the City of Sydney local government area.

Program Objectives

The Program aims to:

- support projects, events and activities occurring within the City of Sydney Local Government Area.
- foster or provide new services, initiatives and resources which address the needs of the City communities.
- improve awareness and use of services and resources in the City.
- create opportunities which develop the knowledge, skills and confidence of community members.
- encourage increased participation in local activities, building a greater sense of community.

The program encourages proposals facilitating collaboration between community organisations and those promoting the use of volunteers.

Priority will be given to projects which help the City further the aims identified in Sustainable Sydney 2030.

Selection Criteria

To be considered for a grant, applications should clearly describe the proposed project and show how it will:

- provide a direct benefit to the city community by delivering services, activities, or resources to the city community.
- meet the needs of the community in general or specific target groups such as children, young people, older people, people with disabilities, women, culturally and linguistically diverse groups, Aboriginal people or people of Torres Strait Island origin, gay lesbian bisexual and transgender people.
- strengthen ties within and between the various districts of the city and assist in building an increased sense of community.
- develop knowledge, skills and confidence in the community to encourage greater participation in city life.
- complement existing services, programs and resources provided by Council, government agencies and non-government providers.

Applications must also demonstrate the organisation's ability to manage and deliver services and not become dependent on ongoing financial assistance from Council.

GRANTS AND SPONSORSHIPS POLICY

Applicants must provide clear objectives and specified outcomes that can be measured and reported on. Detailed budget proposals must be provided and accountability within the organisation outlined.

General Policy eligibility and exclusions apply.

9. Conference Sponsorship Program

The City of Sydney recognises the value that conferences held within the City's LGA can bring to Sydney. Conferences provide an economic and social benefit to the City, they showcase Sydney as a tourist, intellectual and retail destination and they provide opportunities for debate and dialogue. Conferences that are held within the City range from small, community focused events to international conferences with a diverse range of delegates. Conferences can be held on topics that cover all professional, social and community interests. Conferences are organised by both not for profit and commercial organisations.

Generally, the City supports conferences through the provision of revenue forgone services and potential applicants can apply for reduced rates for the use of City venues or waiver of banner poles hire fees. These applications can be made on ad hoc basis through the relevant program.

The Conference Sponsorship Program provides cash grants for conferences that directly benefit City residents and/or that align with and further City Policy. The Program provides one-off cash grants of amounts over \$5,000; applications are considered by Council on an ad hoc basis.

Selection Criteria

To be considered for a grant, applications should clearly describe the proposed conference. The application should demonstrate the benefits to the City and show how:

- the outcomes will provide a direct benefit to the city community by delivering services, activities, or resources to the city community. These can include economic development benefits.
- the outcomes of the conference will meet the needs of the community in general or specific target groups such as children, young people, older people, people with disabilities, women, culturally and linguistically diverse groups, Aboriginal people or people of Torres Strait Island origin, gay lesbian bisexual and transgender people
- the outcomes of the conference will assist with the development, promotion and implementation of City Policies, including social, economic, environmental and cultural Policy.
- the conference will develop knowledge, skills and confidence in the community to encourage greater participation in city life.
- the conference outcomes will complement existing services, programs and resources provided by Council, government agencies and non-government providers.

General Policy eligibility and exclusions apply.

10. Business Support Program

The Business Support Program provides grants to non-profit organisations for initiatives that seek to revitalise and enhance local commercial and retail precincts for the benefit of residents, visitors and the City of Sydney community. By helping to encourage and stimulate local business and economic activity, the program will contribute to building strong local economies, creating and sustaining employment opportunities and developing and retaining local retail, commercial and professional services.

Program Objectives

The Business Support Program aims to:

- assist in the revitalisation and enhancement of local commercial and retail precincts;
- create opportunities that develop the capacity, knowledge and skills of local businesses and their organisations;
- encourage businesses and their organisations to engage with and build strong relationships with the City's communities, including local residential communities;
- enable business and the City's communities to develop a shared understanding of each other's aspirations, needs and concerns and to achieve mutual goals;
- encourage business to become involved in the civic, cultural, social and recreational life of their local communities; and
- encourage business to adopt and implement sustainable environmental practices.

Grants are provided for specific projects, events or activities directed towards revitalising, enhancing, encouraging or stimulating business activity in local commercial or retail precincts within the City of Sydney. Each grant application shall be limited to projects, either as stand alone initiatives or as components of an overall package.

Priority will be given to projects which help the City further the aims identified in Sustainable Sydney 2030.

Where a particular project or initiative is better undertaken by the City or another organisation, the City, in consultation with the business group concerned, may undertake that project or fund another organisation to do so.

Evaluation Criteria

Applicants must clearly describe the proposed project, demonstrating alignment with the stated objectives of the Business Support Program by how it:

- contributes to retaining and increasing local employment opportunities;
- contributes to developing and retaining local retail commercial and professional services;
- complements and/or utilises existing services, programs and resources provided by Council, government agencies and other non-government organisations.

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The City encourages applications which facilitate collaboration between businesses of various types and sizes, and between business and the community of which they are a part.

Applicants are therefore encouraged to show how:

- they represent, engage with and involve the full range and diversity of businesses within their catchment area;
- they have engaged and built relationships with their local communities and local residents.
- to what extent their proposed initiatives enjoy, or are likely to enjoy, the support of local communities and residents;
- there is a commitment to operating in an open, transparent and democratic manner;
- the organisation is accountable to the local commercial or retail precincts and the communities, villages or neighbourhoods of which they are part; and
- the organisation has capacity to manage and deliver projects or services of the type being applied for; and
- the organisation's own contribution to the initiative or project.

Program Guidelines

Each applicant must:

- clearly describe each project or initiative in the package;
- state the required level of funding for each project or initiative, including detailed budget proposals;
- clearly demonstrate how each initiative or project relates to the overall package;
- if the package forms part of a business plan or action plan, include a copy of this plan, together with details about the way each initiative contributes to the overall plan;
- identify priority projects within the package;
- include a possible timeline or schedule for undertaking each project and initiative within the package; and
- provide clear objectives and specified outcomes/performance criteria, that can be measured and reported on.

General Policy eligibility and exclusions apply.

11. Cultural Grants and Sponsorships Program

Cities that nurture creativity and encourage cultural activity result in greater social cohesion and economic development. They challenge, inspire and engage their residents, workers, visitors, businesses and communities. The City of Sydney has an active cultural and social life enjoyed by its people, and it projects a sophisticated cultural richness to the world. It also contains areas of poverty and social exclusion which result in fractured communities and anti-social behaviour.

Program Objectives

- Enable all of our citizens and visitors to participate in and enjoy the widest cultural experience, including targeting initiatives to combat social exclusion.
- Recognise and promote the importance of culture in the development of children and young people, and that cultural activities contribute to lifelong learning.
- Support and develop those cultural activities that enrich and extend personal and community engagement, especially those which celebrate individual community identity.
- Encourage the highest standards of creativity and excellence in all aspects of cultural activities.
- Foster partnerships with organizations working in, or supporting cultural activities such as universities, arts companies, museums, galleries, State and Federal Governments and business.
- Develop lively and sustainable cultural industries, employment and infrastructure, including preserving and celebrating the City's heritage.
- Promote locally and internationally the expression of Sydney's cultural identity and recognise the reciprocal benefits of international cultural exchange.

A definition of culture

The City takes a broad view of cultural activity, including performing and visual arts and crafts, literature, film, digital arts, design, architecture, history and heritage, food and wine, and their expression through public debate, festivals, exhibitions, performances, competitions and public celebrations of importance to individual communities and/or greater Sydney.

The City has historic relationships with a number of organisations. Some of these sponsorships arose out of a need at the time, or a desire to partner with the State or corporate bodies to help the arts flourish. All relationships are regularly reviewed and renewed in the context of changing requirements of the City and those organisations.

Selection Criteria

The City has determined three categories of support for cultural activities. All organisations supported must also satisfy the following minimum criteria:

- Foster or provide cultural initiatives and resources which address the needs of the City's communities.

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- Improve awareness of cultural services and resources in the City.
- Provide creative opportunities which develop the knowledge and skills of community members.
- Encourage participation in cultural activities.
- Sound management of the organization.

Priority will be given to projects which help the City further the aims identified in Sustainable Sydney 2030.

Categories of supportCommunity Development

The City recognises that the arts and culture can provide significant social capital, contribute greatly to community well-being, engagement and skills development. Participation in cultural activities can reduce isolation, encourage community participation and provide opportunities for all members of the community to articulate and express their life experiences, aspirations and visions.

Category specific guidelines:

- Measurable benefits back to communities within Sydney, building a greater sense of community and providing new or supporting existing cultural resources.
- Emphasis on community participation and social inclusion.
- Development of cultural programs to build knowledge and skills in the community.
- Provide opportunities for new audiences to be exposed to the cultural life of Sydney.
- Contribute to a vibrant cultural and community life.
- ***Demonstrate the unique qualities of a community or a city village/activity hub.***
- Demonstrate excellence in content and delivery.
- Showcase creative development and innovation.

Priority will be given to projects that address the needs of the communities identified in the City's Social Plan.

Artistic Development

The City recognises that cultural projects, events or activities are powerful, inspirational and life changing. Through the arts and culture, society shapes its future, re-evaluates its past and holds a mirror to the present. The arts give expression to the most items issues of our time. To allow a flourishing, rich and vibrant artistic and cultural community, the City supports artistic development in the form of new productions, exhibitions, events, creative development and innovative projects that demonstrate excellent in content and delivery.

Category specific guidelines:

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- Partnerships with other major organisations such as the State and Federal Governments and corporate partners in funding and development.
- Provide an international profile for the City.
- Presentation of work of export standard.
- Provide a platform for Sydney to present internationally recognised works and artists.
- Showcase Australian work or artists.
- Commission new work.
- Commitment to community participation.
- Contribute to a vibrant cultural and community life in Sydney.
- Excellence in content and professional delivery.
- Showcase for innovation and creative development.
- Creation of employment and career opportunities for artists and arts practitioners.

Audience Development

The City supports audience development for arts and culture activities. Through creating audience development programs and opportunities for new audiences to access the arts, many community benefits are realised including social well being, community participation and economic development.

Category specific guidelines:

- Measurable benefits back to communities within Sydney, building a greater sense of community and providing new or supporting existing cultural resources.
- Commitment to community participation.
- Contribute to a vibrant cultural and community life in Sydney.
- Excellence in content and professional delivery.
- Showcase for innovation in audience development.
- Increase the marketplace for the arts and cultural activities.
- Creation of employment and career opportunities for artists and arts practitioners.

Funding is available in amounts over \$5,000. While there is no cap on the funding that can be requested, generally grants are provided up to \$30,000. Applicants requesting over \$50,000 must discuss their application with a Cultural Development Officer.

Funding may be provided for a one year project or as a triennial grant.

The City negotiates with all sponsored organisations to leverage benefits equal to the value of the sponsorship back to the City and its residents.

General Policy eligibility and exclusions apply.

12. Major Festivals Program

Sydney is a vibrant international city with a globally recognised creative and cultural life. This is reflected in our large festivals which fill the streets, theatres, galleries, parks and cultural spaces of Sydney with people seeking creative challenges, inspiration, pleasure and the opportunity to celebrate as a community.

The City's is a supporter of and provides sponsorship to *seven* major festivals in recognition of their significant contribution to the social, cultural and economic life of Sydney and the benefits that both the City and the Festival receive from maintaining on on-going relationship.

The Festivals supported are:

- Sydney Festival
- Sydney Writer's Festival
- Biennale of Sydney
- Sydney Film Festival
- Sydney Gay and Lesbian Mardi Gras
- The Australia Day Council of NSW
- ***Yabun Music Festival***

The City's sponsorship of these organisations contributes to their day to day operational costs, and the City seeks specific outcomes from each of them. These sponsorships are ongoing, and reviewed every three years.

Organisations receiving funding through the Major Festivals Program are not required to apply for funding through a grants program; funding arrangements will be directly negotiated between the organisations and the City.

Organisations receiving funding through the Major Festivals Program may use funding received for core operational costs under their triennial funding agreement.

13. Banner Grants and Sponsorship Program

The City's Banner Program aims to:

- support cultural and community projects, events and activities occurring within the City of Sydney Local Government Area;
- provide an attractive and visual medium that makes a positive contribution to the overall character of the streetscape;
- improve awareness of cultural and community events and services in the City; and
- contribute to a vibrant cultural and community life in the City of Sydney.

The City of Sydney provides charity, non-profit cultural and community service organisations access to utilise the City's Street Banner poles. Organisations are required to identify the sponsorship or grant program which best fits their circumstances.

1. Major Cultural Institutions Sponsorship

As outlined in the Cultural Grants and Sponsorships Program, the City will waive the hire fee of up to a maximum of 400 banner poles for a period of up to four weeks per year per institution, on application by major cultural institutes.

Locations and timing of banners is subject to availability and will be confirmed upon application.

The institutions will be responsible for the costs of manufacture, installation and dismantling. The City's logo will be reproduced on these banners in recognition of this support.

2. Sponsorship

A sponsorship is defined as an arrangement whereby the City of Sydney will provide services or funding in return for benefits of a commensurate value.

Registered charities and non profit organisations can apply for sponsorship in the form of waived banner hire fees, by completing the Banner Program application form.

Any sponsorship by the City in the form of waived fees in relation to the use of banner poles applies to the hire fees only and does not include sponsorship for design, manufacture, installation, dismantling, establishment fee or any other out of pocket expenses incurred by the City.

Subject to availability, the City reserves the right to determine the number and locations of banner poles that will be provided.

3. Grant

A grant is defined as an arrangement whereby the City of Sydney provides services or funding and does not receive any tangible benefits.

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The City offers grant applicants the opportunity to request up to a maximum of 150 banners for a period of up to two weeks, once a year. Subject to availability, the City reserves the right to determine the locations of banner poles that will be provided. Additional banners and display periods will be charged at the charity rate.

Any grants by the City in the form of waived fees in relation to the use of banner poles applies to the hire fees only and does not include fees relating to design, manufacture, installation, dismantling, establishment fee or any other out of pocket expenses incurred by the City

Organisations seeking a grant in the form of waived banner hire fees are required to complete the Banner Program application form.

4. Charity Rates

Registered charities, non profit organisations and cultural institutions may be eligible for a reduced rate for banner pole hire fees.

Applications for banner pole hire at reduced or the charitable published rate is dependent upon receipt of the appropriate documentation confirming taxation status.

Where reduced rates for charitable or not for profit organisations is approved by the City, the City reserves the right to determine the number and locations of banner poles that will be provided.

General Policy eligibility and exclusions apply.

14. Reduced Rates: Community Venues Program

Through providing reduced rate access to the City's portfolio of community venues, community organisations are able to undertake programs, events or activities that contribute to social well-being, reduce isolation, increase cultural participation and fundraise for worthy causes.

The City has a portfolio of community properties available for hire including rooms in our **town halls**, community, **library** and recreation facilities.

Fees and charges are set for the facilities each year by Council. There is a variety of rates for each venue, based around commercial and not-for-profit use. Fees and charges are available through the One Stop Shop, Neighbourhood Service Centres and Venue Management.

The purpose of the Reduced Rate Program is to provide assistance to organisations that contribute to the Sydney City community. The Program is intended only for organisations, which due to financial hardship, are unable to pay the community/not for profit rate of hire. Organisations must demonstrate this financial hardship in their application. All Reduced Rates are based on the full commercial hire fees.

Program Eligibility

To be eligible, an organisation must show that:

- It is a non-profit organisation or in partnership with a non-profit organisation.
- Be based within the City of Sydney, or provide service or benefits to the City of Sydney community.
- The event will be of benefit to the City of Sydney, its residents and/or visitors.
- It is properly constituted with a statement of purpose and an organisational structure.
- It will acknowledge the Council's assistance in the granting of Reduced Rates in any promotional material for the event.
- A program of events has been prepared together with an appropriate publicity and promotions campaign.

In addition the planned activity should meet at least one of the following criteria:

- Contribute toward a coordinated approach to service delivery and the development of responses to emerging social issues.
- Strengthen formal and informal support networks, reduce isolation and increase community participation and opportunities.
- Increase access to and the achievement of basic rights for people with the greatest need.
- Promote a balanced debate aimed at achieving social harmony.

General Policy eligibility and exclusions apply.

15. Reduced Rates: Major Venues Program

The City's Major Venues: Sydney Town Hall, City Recital Hall, Paddington Town Hall, and the Barnet Long Room at Customs House, are all architecturally and historically significant spaces. They are used for a variety of purposes including events, concerts, fundraisers, conferences, meetings and community gatherings. Through providing a reduced rates program, the City is able to assist community organisations to access and utilise these venues, thereby adding value to contribution that these organisations make to and in Sydney.

Fees and charges are set for the facilities each year by Council. There is a variety of rates for each venue, based around commercial and not-for-profit use. Fees and charges are available through the One Stop Shop, Neighbourhood Service Centres and Venue Management.

The purpose of the Reduced Rate Program is to provide assistance to organisations that contribute to the Sydney City community. The Program is intended only for organisations, which due to financial hardship, are unable to pay the community/not for profit rate of hire. Organisations must demonstrate this financial hardship in their application. All Reduced Rates are based on the full commercial hire fees.

Eligibility

To be eligible, an organisation must show that:

- It is a non-profit organisation or in partnership with a non-profit organisation.
- Be based within the City of Sydney, or provide service or benefits to the City of Sydney community.
- The event will be of benefit to the City of Sydney, its residents and/or visitors.
- It is properly constituted with a statement of purpose and an organisational structure.
- It will acknowledge the Council's assistance in the granting of Reduced Rates in any promotional material for the event.
- A program of events has been prepared together with an appropriate publicity and promotions campaign.

In addition the planned activity should meet at least one of the following criteria:

- Contribute toward a coordinated approach to service delivery and the development of responses to emerging social issues.
- Strengthen formal and informal support networks, reduce isolation and increase community participation and opportunities.
- Increase access to and the achievement of basic rights for people with the greatest need.
- Promote a balanced debate aimed at achieving social harmony.

General Policy eligibility and exclusions apply.

16. Accommodation Grants Program

The City of Sydney's Accommodation Grants Program aims to support community groups, organisations and services that encourage community development, enhance services and programs provided for the community, and address priority needs in the City of Sydney Local Government Area (the City) and broader community needs.

Under the Accommodation Grants Program, the City leases community facilities (buildings and spaces) to non-profit community-based organisations and groups at no charge or at reduced rates (below market rental).

Administration of the Accommodation Grants Program

The administration of the City's Accommodation Grants Program is undertaken with reference to the City's Social Policy and Social Plan 2006-2010. The Social Plan states that the City will:

- Promote positive interactions and understanding between communities;
- Continue to provide a network of affordable and accessible community facilities across the City; and
- Ensure that access & equity needs are identified and addressed for all people in the City.

The City recognises that the City's communities are diverse, with people from many different backgrounds and with many different needs and interests. The City's communities include residents and people who work in the City, and the Sydney's global and capital city standing is associated with a responsibility to support for organisations that meet the needs of communities that are not physically within the City.

The City also recognises and values the vital contribution of community groups and organisations and the services and programs they provide to the different villages and communities of the City, to their social and economic health. Appropriately, accommodation grants are distributed equitably across the City, including in high rent areas such as the City's business district and prominent retail and service precincts, together with fringe areas.

Eligibility

To be eligible for a grant under the Accommodation Grants Program an organisation must meet the following criteria:

- The organisation must be a not-for-profit community organisation that is legally recognised (proof of non-profit status will be required). Where appropriate, an organisation must be registered with the necessary authority (proof of such registration will be required).
- The charter of the organisation must respond to the City's priorities and community needs as identified in the City's social planning analysis.
- The needs of target groups (specific communities) and priority social issues in the City's communities should be considered and reflected in program and service delivery. The organisation should provide service(s) / program(s) to a target group/s or areas that include:

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- Children and families;
 - Young people;
 - Older people;
 - Women;
 - Aboriginal and Torres Strait Islander People;
 - People with a disability;
 - Culturally and linguistically diverse people;
 - Gay, lesbian, bisexual and transgender people;
 - Homeless people and people with housing needs;
 - Arts and cultural development;
 - Healthy Communities - recreation and sports;
 - Community development and local area / neighbourhood development (for example, neighbourhood centres); and
 - Heritage and history.
- The organisation must provide a service(s) / program(s) that will enhance the well-being of, and deliver outcomes for local communities, or respond to social issues relevant to local communities.
 - The organisation must demonstrate that it has limited capacity to receive support from government or the private sector to meet its accommodation needs, and that it is unable to meet its accommodation needs independently.
 - The organisation must be willing to work in partnership with the City and other community organisations on relevant community programs.
 - The organisation must be willing to co-locate with other services and share resources (except in special circumstances).
 - The organisation will ideally have a track record of community development and promoting positive interaction between diverse groups in the City, or be staffed/managed by people with such experience.

Under exceptional circumstances, the City reserves the right to consider applications from organisations that do not meet all the above criteria.

Exclusions

Applications for the following are ineligible and will not be considered:

- Individuals.
- Commercial/profit making organisations and groups.
- Organisations and groups with a party political purpose.
- Organisations and groups which provide services which duplicate others in the local area.
- Organisation and groups who are not willing to share facilities (where practicable) with other community groups, and work in partnership with the City and other community organisations.
- Organisations and groups that have resources available at their disposal to secure and maintain accommodation independently of the City.

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- Residential accommodation.

General Policy eligibility and exclusions apply.