

Adelaide Hills Council | Community and Recreation Facilities Framework

Facility Maintenance Fund - Grant Guidelines

About the Funding

Facility Maintenance Fund Grants are available to not-for-profit community organisations located within the Adelaide Hills Council area that provide community, sport or recreation services to our community.

Grants are available for urgent maintenance or safety works to buildings or other facilities that fall within a clubs maintenance responsibility, and that they do not have sufficient funds to undertake.

Applicants should contact the Council prior to submitting their application to determine its suitability for funding. It is also important for applicants to read the guidelines to ensure that their organisation and proposed project are eligible.

Clubs are able to apply to the fund at any time throughout the year.

Projects that commence prior to an application being received may not be deemed eligible, and retrospective funding may not be provided. Clubs should contact Council's to discuss projects ASAP to avoid this scenario.

Who can apply?

Any incorporated, not-for-profit, community, sport and recreation organisations that are physically located within the Adelaide Hills Council area.

Groups that are not incorporated are still eligible, provided applications are made through an appropriate incorporated body that is willing to sponsor the project (accept responsibility for the funding).

To be eligible for funding, organisations must:

- Be not-for-profit, incorporated active recreation and sporting groups that do not hold a Gaming Machine Licence and/or
- Be a community-based incorporated organisation whose role is to manage community facilities, active recreation or sport facilities that do not hold a Gaming Machine Licence.

Who can't apply?

- Those outside the Adelaide Hills Council area
- Organisations that hold a Gaming Machine Licence
- For profit, commercial organisations
- Unincorporated organisations
- Schools or other educational institutions
- Clubs who have sufficient funds to carry out maintenance works without the Facility Maintenance Fund.

What projects can be funded?

Funding is only available for projects:

- That are considered urgent maintenance or safety works
- That fall within a clubs maintenance responsibility
- That commence prior to an application being received may not be deemed eligible, and retrospective funding may not be provided.
- That have the consent of the landowner (refer Landowner Consent form in the application).

The following list is example projects that may be funded. The list is by no means exhaustive, and applications for other projects that meet the objectives of the program are welcome. In addition, it is recommended that applicants contact Council to discuss their project prior to submitting an application.

- Electrical works
- Work at heights
- Waste water issues
- Works involving asbestos or chemicals
- Remediation works required where there is an immediate or significant risk to the asset or community safety.

What projects will not be funded?

The following project types are ineligible:

- Projects conducted outside of the Adelaide Hills Council area
- Projects that do not support community, recreation and sport activities
- Projects where the major beneficiary holds a Gaming Machine Licence
- Planned capital renewal or upgrade works
- Projects that commence prior to a Grant Agreement being finalised, unless otherwise negotiated.
- Projects that do not have the consent of the landowner
- Requests for the purchase of recreation, entertainment, sporting, or any other equipment
- The repair or replacement of facilities damaged by fire, explosion, vandalism, flood, storm or other natural disasters that would normally be covered by insurance
- Regular maintenance and / or repairs to property where the responsibility is with a private entity, local council, State or Commonwealth Government Department
- Recurrent operational costs
- Residential buildings including caretaker residences
- Payment of salaries, wages or match fees
- Fundraising or sponsorship
- Commercial or political activities
- Training or education in government or private institutions, or research activities that will be offered for assessment
- Academic research or conference costs
- Interstate or overseas travel
- Individual, private, political or commercial enterprise

What project costs are ineligible?

Grant Funding cannot be used to cover the following project costs:

- Costs associated with ongoing operations, such as but not limited to, electricity, water and other utilities
- Insurances
- Costs associated with preparing and submitting a funding application

- Building work and professional fees incurred prior to a Grant Agreement being finalised.

How are applications assessed?

Clubs will be notified of their applications outcome within two weeks of Council staff receiving the submission. Council will assess applications based on risk and community safety, with priority of assessment given to those that require immediate attention.

Priority will be given to projects that:

- Are unable to be funded by the relevant club/s
- Keep volunteers and members safe
- Allow safe access and safe usage of a site
- Comply with all relevant legal and statutory requirements
- Actively address risk management issues or contribute to the organisation's ongoing sustainability
- Facilitate improvements to meet Legislation and, or Australian Standards

Conditions for Successful Applicants

The following conditions will apply to successful applicants, and will be outlined in grant funding agreements:

- Use the funds provided only for the approved project
- Supervise the administration of the grant
- Complete the project evaluation & acquittal report including an expenditure statement (with a photocopy of receipts) within the allocated time frame.
- Understand that the organisation is to seek written approval from the Adelaide Hills Council to continue with the project if any changes are required
- Obtain any relevant land owner consent before commencing the project
- Obtain any required planning, development and building approvals before commencing the project
- Provide a certificate of currency for Public Liability (minimum of \$10 million) with the signed Conditions of Funding
- Obtain all necessary insurances, and that the Adelaide Hills Council will not be held liable for any matters arising out of this grant
- Ensure that all works carried out comply with any applicable construction industry or public health and safety standards
- Understand that the organisation is responsible for any further works or repairs at the premises which arise as a result of the project
- Ensure that the installation of sporting infrastructure complies with relevant sporting standards for your sporting code

How to apply

An online grant application form can be accessed at the Adelaide Hills Council website ahc.sa.gov.au. Applicants are guaranteed confidentiality and security when lodging application. The online grants system is easy to use and assistance is available if required.

These guidelines were accurate at the time of publishing, and supersede all terms and conditions contained in any previous guidelines. For information, assistance or to discuss your application, please contact:

Renee O'Connor | Sport & Recreation Planner | 8408 0400 or roconnor@ahc.sa.gov.au