

Community Impact Grants and Strategic Partnerships Program

Tuesday, 15 August 2023
City Finance and Governance
Committee

Strategic Alignment - Thriving Communities

Program Contact:
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Public

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EXECUTIVE SUMMARY

At its meeting on 23 May 2023, Council requested a review of the Community Impact Grants and Strategic Partnerships Program Guidelines, that addressed the Assessment Criteria and reporting/communication processes.

This report provides recommendations for amendments to the Community Impact Grants and Strategic Partnerships Program Operating Guidelines based on feedback from Council Members and the community. Approval of these amendments will allow for delivery of the final round of funding under the current Strategic Plan (2020 – 2024), which will open by the end of August 2023 to deliver on outcomes as per the 2023/24 Business Plan and Budget.

RECOMMENDATION

The following recommendation will be presented to Council on 22 August 2023 for consideration.

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL:

THAT COUNCIL:

1. Adopts the proposed changes to the Community Impact Grants and Strategic Partnerships Operating Guidelines as per Attachment A to Item 4.3 on the Agenda for the meeting of the City Finance and Governance Committee held on 15 August 2023.
 2. Notes that the following Grants will open by the end of August 2023, as per the 2023/24 Business Plan and Budget.
 - 2.1. Community Impact Grants
 - 2.2. Arts and Cultural Grants
 - 2.3. Carbon Neutral Catalyst Grants
 - 2.4. Christmas Live Music and Performance Grants.
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IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	Strategic Alignment – Thriving Communities This report responds to all areas of Council's Strategic Plan as the Community Impact Grants and Strategic Partnerships Grants Program supports all Strategic Priorities.
Policy	Community Impact Grants and Strategic Partnerships Operating Guidelines (Link 1 – view here).
Consultation	Further consultation on a City of Adelaide and Subsidiaries Grants Policy will be undertaken with Council before the end of the 2023 calendar year.
Resource	Not as a result of this report
Risk / Legal / Legislative	Grant recipients are required to provide public liability insurance, sign a grant agreement that identifies the key deliverables of the project and satisfactorily acquit their grant on project completion, inclusive of required approvals.
Opportunities	The City of Adelaide plays a vital role in the grants landscape for our community but also as a capital city. Our grant programs deliver at a localised level within our city boundary and either fill a gap left from available State Funding or complement State and Federal grant programs to enhance impact for our community. Grant recipients can also leverage support from Council programs to access State and Federal Grant programs.
23/24 Budget Allocation	The Community Impact Grants and Strategic Partnerships Program budget in FY 2023/24 is \$688,000.
Proposed 24/25 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Grant recipients are funded on an annual basis and must acquit within two years. Some multi-year grant recipients are mid-way through a three-year term.
23/24 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Other grant funding contributors, co-contributions and in-kind support from applicants will usually be included in applications for grants. A number of grants recipients also engage volunteers as a contribution.

DISCUSSION

1. This report responds specifically to the Motion on Notice from Council on the 23 May 2023
That a review of the Community Impact & Strategic Partnership Grants Program Guidelines to be conducted, in particular addressing the Assessment Criteria and reporting/communication processes.
2. To assist in the delivery of the remaining funding categories within the program to the community from the end of August 2023 and the remainder of the calendar year Council is asked to approve the Community Impact Grants and Strategic Partnerships Program (CIGSPP)
3. A significant body of work is underway in relation to the City of Adelaide (CoA) grants, sponsorships, and incentives programs as a whole. A summary of CoA Funding Programs, net 2023/24 budget allocations, guidelines and eligibility criteria is at Link 3 view [here](#).
4. All existing CoA and AEDA Funding Programs will require individual guideline reviews to ensure they support delivery of Council's new Strategic Plan.
5. KPMG Adelaide are nearing completion on an internal audit of CoA and Adelaide Economic Development Agency (AEDA) grants management. The key objectives for the audit include:
 - 5.1. A review of the CoA's supporting grant management governance arrangements in place, including roles and responsibilities and alignment with strategic objectives.
 - 5.2. A review of the end-to-end grant management process, including identification, assessment, prioritisation and selection, evaluation and approval and reporting arrangements.
 - 5.3. This internal audit is already underway and will suggest improvements for the administration of grant programs, with the final report presented to the Strategic Risk and Audit Group in September and Council in October 2023.
6. A draft CoA and Subsidiaries Funding Programs Policy is in progress in anticipation of final recommendations from the KPMG internal audit and direction from the new Strategic Plan.

Community Impact Grants and Strategic Partnerships Program

7. At its meeting on 23 May 2023, Council resolved to review the CIGSPP, addressing the Assessment Criteria and reporting/communication processes (Link 2 view [here](#)).
 - 7.1. As a result of this resolution, City Culture grant programs including CIGSPP and Arts and Culture Grants have paused pending further engagement with Council.
 - 7.2. Since the start of the 2023/24 financial year, Administration has received 59 enquiries as to the availability of funding in the Quick Response categories for CIGSPP and Arts and Culture Grants, which are limited to \$2,000 per successful application.
 - 7.3. In response to the level of requests, Executive approved the consideration of applications for the Quick Response grant category only, within the CIGSPP and Arts and Culture Grant Programs. This was communicated to Council through an E News on 2 August 2023.

CIGSPP Budget and Funding Categories

8. In 2022/2023 CIGSPP had an annual budget of \$760,000 and in 2023/24 the budget is \$688,000. The program consists of five categories:

Funding Category	Allocations	Budget 22/23	Budget 23/24
Quick Response Grants	up to \$2,000	\$50,000	\$60,000
Community Impact Grants – Programs and Community Events	between \$2,000-\$25,000	\$349,750	\$242,750
Community Impact - Youth Led Grants	up to \$5,000	\$0	\$20,000
Community Infrastructure Grants	up to \$100,000	\$114,000	\$94,000
Strategic Partnerships	up to \$50,000 per year for three years	\$246,250	\$271,250
Total CIGSPP Funding		\$760,000	\$688,000

9. At its meeting held on 8 June 2021, Council adopted the current CIGSPP Operating Guidelines.
10. At its meeting held on 22 June 2022, Council received a year one review report for the CIGSPP.
 - 10.1. At the same meeting, Council approved, in principle, an increase in the annual budget for the CIGSPP of \$90,000 to \$836,000 from 2023/24.
 - 10.2. Council also approved the following changes to the CIGSPP from 2023/24 onwards:
 - 10.2.1. Increase Quick Response annual budget by \$20,000, from \$50,000 to \$70,000.
 - 10.2.2. Increase Community Infrastructure annual budget by \$50,000 to \$150,000.
 - 10.2.3. Introduce a targeted round of Community Impact Grants in 2023/24, for youth led, youth delivered projects, with a total round budget of \$20,000 for proposals up to \$5,000 in value.
 - 10.2.4. Introduce specific guidelines in relation to project values of the Community Infrastructure category to ensure grants funding support is focused on smaller scale (minor) community projects.
 - 10.2.5. Divide Community Impact Grants into Programs and Events sub-categories and include the option of multiyear funding capped at two years.
 - 10.2.6. Authorises minor changes to CIGSPP Operating Guidelines to be made by the Chief Executive Officer under delegated authority from 2022/23 onwards.
11. Due to a reduction in the operating budget for the CIGSPP in 2023/24, items 8.2.1 and 8.2.2 are no longer possible to administer. All other changes are still recommended, due to be actioned in the delivery of 2023/24 CIGSPP Program and included in the proposed changes to the Operating Guidelines as per **Attachment A**.

Proposed CIGSPP Operating Guidelines

12. The funding categories in the proposed CIGSPP Operating Guidelines include:
 - 12.1. Quick Response Grants up to \$2,000.
 - 12.2. Community Impact Youth Led Grants up to \$5,000.
 - 12.3. Community Impact Grants between \$2,000-\$25,000.
 - 12.4. Community Infrastructure Grants up to \$100,000.
 - 12.5. Strategic Partnerships will not open in 2023/24 as funding is already allocated to the eight partnerships approved over the first two years of the funding program.
13. **Attachment A** provides clear 'track changes' to the existing CIGSPP Operating Guidelines, the table below highlights the key changes with supporting information and implications of proposed changes.

	Page #	Amendment made	Notes and Implications
1	4	The Community Impact – Programs and Community Events category has had the following ineligibility parameter added: Commercial organisations with an annual revenue of > \$250,000 will be ineligible to apply.	<ul style="list-style-type: none"> • In the last two financial years, only 7% of applicants across Quick Response and Community Impact Categories were what would be deemed commercial organisations. • In the last two financial years only 2 successful applicants in the major Community Impact and Community Infrastructure rounds have met this criterion and would have been ineligible to apply.
2	4/13	The Community Impact Grants have been split into two sub-categories of: Programs and Community Events.	<ul style="list-style-type: none"> • This will allow for programs and events to be assessed comparatively against each other. • The round opening and closing dates will be the same, as well as the Guidelines, application questions, and assessment criteria. • This was approved by Council on 12/07/2022.
3	4/13	The Community Impact Grants – Programs and Events category has had the option	<ul style="list-style-type: none"> • Feedback provided by Council Members and some regular stakeholders led to this change. • This was approved by Council on 12/07/2022.

		added to apply for multi-year funding capped at two years.	
4	5	A definition of 'Community Event' has been added as 'A small or medium sized event with a total cost of no more than \$100,000. The event should be organised by community, or organisers should consult closely with a community reference group and articulate a clear benefit to the City of Adelaide community.'	<ul style="list-style-type: none"> • This definition is being added to the Guidelines as a definition only. • If this was adopted as an eligibility criterion rather than a Guideline definition, this would exclude certain applicants from applying in this program. • The only applicant to meet this criterion and therefore would be ineligible in the last two years would be the Lunar New Year event delivered by China Town Association. • This was noted by Council on 12/07/2022.
5	5/14	The Community Impact – Youth Led grants category has been added to the program. This category will have one open round per financial year. This category will have a budget of \$20,000 with applicants able to apply for up to \$5,000. The assessment criteria for this category is a simplified version of the Community Impact – Programs and Events category.	<ul style="list-style-type: none"> • This category is recommended as a gap in provision identified by Administration. • This category was approved by Council on 12/07/2022.
6	7/15	The Community Infrastructure category has had the following ineligibility parameters added: The creation of new assets with a total project value of >\$100k Upgrade or renewal of an existing asset with a total project value of >\$250k	<ul style="list-style-type: none"> • This is recommended to ensure grant funding support is focused on smaller scale (minor) community projects. • This was approved by Council on 12/07/2022.
7	9	A definition of 'canvassing and lobbying' was added as 'Councillors are in regular contact with community members about council matters. However, to ensure the fair and equitable distribution of grants in the community, applicants may not communicate with any City of Adelaide employee or Councillor in any way that may provide an unfair advantage to their application. If an applicant is found to have done so, their application will immediately be made ineligible and will not be assessed.'	<ul style="list-style-type: none"> • This definition has been added to further minimise the risk of grant applicants canvassing and lobbying members of Council and City of Adelaide staff. • This supports greater transparency within the assessment process as recommended by the LGA the Local Government Association of South Australia's Best Practice Guide for Grants Management 2022.
8	17-21	The wording of each category's Assessment Criteria has been changed from 'The application achieves at least one of the five City Lifestyle impact streams' to 'The application achieves at least one of the five Community Impact Program Priorities.'	<ul style="list-style-type: none"> • This change is to standardise the wording across the Program to ensure consistency.

Eligibility Criteria

14. A significant change to eligibility criteria for CIGSPP is proposed through the CIGSPP Operating Guidelines. Some definitions and examples of the type of organisations this includes, and potential impacts is provided below.

- 14.1. Eligible:
- 14.1.1. A Charity as registered by the Australian Charities and Not-for-profits Commission (ACNC) (The Charities Act 2013 sets out the legal meaning of charity).
Examples of this in the 22/23 CIGSPP Program are: The Gold Foundation (Barista Training Program), and Adelaide Youth Orchestra (The Big Busk).
 - 14.1.2. A Public Benevolent Institution as registered by the ACNC is a type of charitable institution whose main purpose is to relieve poverty or distress.
Examples of this in the 22/23 CIGSPP Program are: The Adelaide Crows Foundation (the Kumankga Cup) and Baptist Care SA (Gym for People Experiencing Homelessness).
 - 14.1.3. Other Incorporated Entity - Organisations or groups who are legally constituted as an incorporated association. May be Not-For-Profit companies limited by guarantee.
Examples of this in the 22/23 CIGSPP Program are: Adelaide Tamil Association (Harvest Festival) and Pride Adelaide (Pride Parade 2023).
 - 14.1.4. Unincorporated community groups / Individuals / Sole Traders – considered for Quick Response Grants only.
Examples of this in the 22/23 CIGSPP Program are: Adelaide University Rotaract Club and Indian Australian Association of SA.
 - 14.1.5. Aboriginal and Torres Strait Islander Corporations.
- 14.2. Eligible only when their annual revenue is < \$250,000:
- 14.2.1. Australian Private Company – a privately owned commercial enterprise.
An example of this in the 22/23 CIGSPP Program is Light Sound Art Film (Fall of Kabul Vigil 2022).
 - 14.2.2. Australian Public Company - a privately owned commercial enterprise which can be listed on the Australian Securities Exchange (ASX), and the public are able to invest in.
An example of this in the 22/23 CIGSPP Program is C44 Adelaide Limited (also a registered Charity).
 - 14.2.3. Social enterprises and commercial organisations
parkrun Australia who deliver free weekly runs in three locations in the city would not be eligible to apply for any further funding under these conditions.
- 14.3. A full list of Organisations and Entity types funded in the last two years can be seen at Link 4 view [here](#).
15. Since inception of the program in 2021, the CIGSPP distributes an online anonymous survey to all grant applicants listed within Smarty Grants annually. Feedback from the survey is used to make small improvements to the program. Please see Link 5 view [here](#), for the summary of 2022/23.

Reporting / Communication

- 16. In addition to the changes proposed, Administration will present recommendations for upcoming CIGSPP rounds in a different format allowing Council Members more insight into the assessment process within the report.
- 17. Administration recommends an annual report that specifically talks to the outcomes of the CIGSPP after funded programs have been completed. This report would be presented to Council in QF1 of the next financial year. For 2023/24 this would be by 30 September 2024.

Next Steps

- 18. In order to be able to deliver on the 2023/24 Business Plan and Budget, the following grants will open by the end of August 2023 with comprehensive eligibility criteria accessible at Link 3 view [here](#).
 - 18.1. Community Impact Grants – to be recommended to Council on the 7 November 2023.
 - 18.2. Arts and Cultural Grants
 - 18.3. Carbon Neutral Catalyst Grants
 - 18.4. Christmas Live Music and Performance Grants.
- 19. The diagram below details the next steps in relation to the CIGSPP.

August 2023:
Funding Programs open

September 2023:
KPMG to present findings to Executive

October 2023:
KPMG to present findings to Council

November 2023:
New Strategic Plan presented to Council for adoption
Community Impact Round 1 - recommended to City
Community Services Committee on 7 November 2023 and
SRIA

December 2023:
Individuals Funding Program Guidelines reviewed in line
with KPMG recommendations, and new Strategic Plan.
Grants Policy drafted in consultation with Council

DATA AND SUPPORTING INFORMATION

Link 1 - Community Impact Grants and Strategic Partnerships Operating Guidelines

Link 2 - Motion on Notice - 22 May 2023 - Councillor Noon - Review of the Community Impact Strategic Partnership Grants Program

Link 3 - City of Adelaide Funding Program Summary -2023-24 Net Budget Allocations

Link 4 - List of Organisations funded in the last two financial years

Link 5 - CIGSPP - 2022 / 2023 Feedback review summary

ATTACHMENTS

Attachment A – Community Impact Grants and Strategic Partnerships Operating Guidelines

- END OF REPORT -