



COMMUNITY CHEST GUIDELINES

The Shire of Williams Community Chest program is available to support community organisations and sporting clubs to foster development of community services, activities and events.

Community Chest aligns with the Council’s 2023-2033 Strategic Plan, and specifically the Plan’s Community Aspirations – to encourage and support local groups and sporting clubs; and continue to support and promote community events, initiatives and programs to grow and develop our Townships.

PURPOSE

The purpose of the Community Chest Fund is to support community-based projects, initiatives, or events that benefit the residents of the Shire of Williams. This fund provides financial assistance to local organisations, groups, or individuals for initiatives that align with the Shire’s goals for community development, inclusion, and wellbeing.

FREQUENCY

Unlike annual grant programs, the Community Chest Fund is not administered on an annual basis. Instead, it operates as an ad-hoc funding opportunity that is available throughout the year, subject to available budget and Council discretion.

OBJECTIVES

The objectives of the fund are to:

- Encourage community participation and engagement.
- Support innovative and inclusive community projects.
- Enhance the wellbeing and cohesion of the local population.
- Contribute to the vibrancy and sustainability of the Williams community.

ELIGIBILITY

Applications may be submitted by:

- Not-for-profit organisations and community groups.
- Sporting clubs.
- Schools and educational institutions (for community-focused projects).
- Individuals or informal groups (with a demonstrated community benefit and a supporting referee).

APPLICATION PROCESS

- Applications may be submitted at any time using the Community Chest Application Form.
- All Funding requests will be referred to Council for decision at the next available Ordinary Council Meeting.

BUDGET ALLOCATION

The Community Chest Fund will be allocated as part of the Shire’s annual budget process. Funds will remain available until expended, or until the end of the financial year, whichever comes first.

SELECTION CRITERIA

Applications will be assessed on the following selection criteria. The selection criteria ensures that Williams Shire Council can effectively assist community organisations, maximise partnerships and provide transparency in the assessment.

COMMUNITY BENEFIT Assesses how the project will positively impact the community	<u>Inclusive benefits</u> : Does the project benefit a broad range of community members? <u>Social Impact</u> : Will it improve quality of life, well-being, or community connection? <u>Alignment with local priorities</u> : Does it support the goals of the local government or community plans? <u>Equity and access</u> : Is it accessible to everyone?
COMMUNITY NEED Looks at whether the project addresses a clearly identified and genuine need in the community.	<u>Clear problem statement</u> : Is the need well-defined and supported by evidence? <u>Community input</u> : Has the community been consulted or involved? <u>Gap in services</u> : Does the project fill a void in current programs, facilities, or services?
LONG TERM SUSTAINABILITY Assesses whether the project or its outcomes can be sustained over time.	<u>Ongoing funding plan</u> : How will the project be funded once the grant ends? <u>Capacity to maintain</u> : Does the group have the skills, partnerships, and infrastructure to continue? <u>Legacy or durability</u> : Will there be lasting benefits for the community?

Applicants are encouraged to contact the Shire of Williams by email cdo@williams.wa.gov.au or by telephoning 9855 1005 to discuss their project, or to obtain a copy of the Application Form.

Alternatively an application form can be downloaded on the website Williams.wa.gov.au

RESPONSIBLE OFFICER	Chief Executive Officer
HISTORY	Adopted xx.xx.xxxx
DELEGATION	
RELEVANT LEGISLATION	
RELEVANT DOCUMENTATION	