



## Redland City Council

# Redlands Coast Seniors Month Funding Program Guidelines 2024

### About the program

Redland City Council provides funding to support not-for-profit organisations to deliver free community-based events or activities during Redlands Coast Seniors Month in October 2024.

### Program objectives

The program aims to provide opportunities for older residents to connect with each other and the community by funding community-based events and activities that are culturally inclusive, intergenerational or lifestyle focused.

The program aligns with the Queensland Seniors Month 2024 theme of 'Love Getting Older in Queensland' and promotes positive community attitudes towards older people and ageing, provides opportunities for community participation to enhance community connections, and celebrates older Queenslanders and their ongoing contributions – whether as volunteers or in the workforce, community leaders or carers, grandparents or advocates.

### Available funding

Funding from \$500 up to \$2,000 per application is available to deliver a project in October 2024 as part of Redlands Coast Seniors Month.

### Project requirements

For the purpose of this guideline, the term 'project' refers to an event or activity for which you are seeking funding.

Projects funded through the Redlands Coast Seniors Month Funding Program must be free to attend.

Projects must be held within Redland City during Queensland Seniors Month from Tuesday 1 October to Thursday 31 October 2024.

Funded projects must be open to all older residents of Redlands Coast and not restricted to existing members or those who already use services provided by the recipient organisation.

Applicants must obtain written [land owner's consent](#) from Redland City Council for projects on Council-owned or managed land, such as park or hall bookings. The cost of these bookings can be covered by funds provided through this program.

Applicants must include Public Liability Insurance in the application. Please note that only projects managed and controlled by the Council are covered under its public liability insurance policy. This policy indemnifies Redland City Council only, not any other party.

## Is your organisation eligible?

Eligible organisations are not-for-profit and incorporated entities or registered by an Act of Parliament.

Organisations must have an active ABN or source an auspice organisation.

If sourcing an auspice organisation, ensure the auspice agrees to accept legal and financial responsibility for the funding.

Organisations must have a bank account in the name of the legal entity.

Organisations must provide public liability certificate of currency for \$20,000,000.

Organisations based outside of Redland City may apply if the project is held in Redland City and for the benefit of the city's residents.

Organisations that are not eligible to apply include commercial companies and school parents and citizens' associations.

## Timing & important dates

Applications are open from 8:00am Monday 10 June and closing at 5:00pm Sunday 7 July 2024.

Successful funding recipients will be notified of application outcomes no later than 14 days after applications close.

Funding agreements will be emailed to successful applicants within 7 days of the notification of a successful application.

Distribution of funds will be made within 7 to 14 days after receipt of the signed funding agreement and a properly made invoice provided by the applicant.

Acquittal due date is Friday 29 November 2024.

## How does an applicant apply?

Ensure you have read and understood this guideline.

Submit an online application via Council's website at the following link: [Seniors | Redland City Council](#)

## How often can an applicant apply?

An eligible applicant can submit one application per round.

Where an applicant applies for consecutive rounds, the previous successful application must be acquitted.

An auspicings organisation may sponsor multiple organisations in a single funding round, provided it has no outstanding acquittals from previous rounds.

## What will NOT be funded

Projects that are considered to be outside the scope of the program or are the responsibility of the applicant or identified partners will be deemed ineligible.

The following projects are ineligible for funding under this program:

- Projects that have a cost to attend;
- Projects for fundraising purposes where proceeds will be provided to a third party;
- Projects of a political nature or those which incorporate political activities;
- Projects operated for commercial purposes;
- Day-to-day operational costs for an organisation, including staff wages, rent and insurances (unless there is evidence it is an additional expense incurred by the funded project);
- Projects which begin before funding are awarded (no funding will be awarded retrospectively);
- Payment of debts to any entity including Council;
- Project costs already supported through other levels of government;
- Identical projects that have been funded under any other Council programs including operational funds, Community Grants and Sponsorship Program, the Regional Arts Development Fund, and Mayor and Councillors Community Benefit Fund;
- Project costs incurred outside the funding period;
- Purchase of alcohol, prize money or prizes including gift cards; and
- Donations.

## How is an application assessed?

Both the applicant and the project must be eligible for funding for the application to be considered. Only information contained in an application will be assessed.

Applications will be assessed and weighted on the quality of the information and how well it meets the assessment criteria identified below:

### Social impact

The project aligns with one or more criteria:

- The project promotes community connection for older residents through inclusive events and activities (e.g., culturally inclusive, intergenerational, lifelong learning, and connections beyond Redlands Coast Seniors Month).
- The project helps older residents feel cared for and supported (e.g., through the introduction to supports and services or healthy lifestyle initiatives).
- The project celebrates the contributions of older residents (e.g., as workers, volunteers, carers or community leaders).
- The project includes partnership/s with other organisation/s to deliver the project.

### **Value for money**

- The budget is comprehensive, realistic and represents value for money; and
- In-kind and/or monetary contribution towards the overall cost of the project is evident.

### **Ability to Deliver**

- The organisation has demonstrated ability to deliver all aspects of the project.

The number of recipients awarded and the value of funding will be at Redland City Council's discretion and will reflect the merit of applications and, in particular, the needs of the city. Council reserves the right to offer applicants a lesser amount than requested.

## **Event promotion**

Organisations are encouraged to promote their own events.

Recipients must add their event to Redland City Council's "[What's On Calendar](#)".

Redland City Council will help promote events and activities as part of the Redlands Coast Seniors Month celebrations.

Only the logos of Redland City Council and Redlands Coast will be used on Council promotional material and the names of partner organisations will be included.

Council will not share individual organisation's promotional posts on social media.

## **Additional requirements**

Organisations must manage their own event bookings and participant enquiries.

Funding can only be used on expenses outlined in the budget section of the application form. Evidence of expenditure must be provided as part of the acquittal of the funding.

Any changes to the funded project must be agreed to in writing via email by Redland City Council prior to the delivery of the project.

You must repay to Redland City Council:

- (a) Within 30 days of our request or as otherwise agreed, any part of the funding spent on purposes not approved by the Funding Agreement;
- (b) Any and all unexpended funding unless otherwise agreed, within 30 days or the earlier of
  - i. the end date;
  - ii. termination of the Funding Agreement; and
- (c) Any difference between the actual project costs and the budget costs which are greater than \$100 (where the budget costs exceed the project costs).

All repayments must reflect any associated GST component relating to the original payments.

## **Contact**

For further information or if you have questions, contact Strengthening Communities on 3829 8999 or [agefriendly@redland.qld.gov.au](mailto:agefriendly@redland.qld.gov.au).