



# GUIDELINES

## Chain Valley Colliery Community Funding Program

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## Chain Valley Colliery Community Funding Program

### WHAT IS THE CHAIN VALLEY COLLIERY COMMUNITY FUNDING PROGRAM?

The Chain Valley Colliery Community Funding Program has been established as a joint initiative between Delta Coal (formerly Lake Coal Pty Ltd), Central Coast Council and the Communities of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park to provide funding for not-for-profit organisations to deliver projects that improve community infrastructure and services.

### WHY IS THE CHAIN VALLEY COLLIERY COMMUNITY FUNDING PROGRAM LIMITED TO CERTAIN AREAS?

On 23 December 2013, Delta Coal Pty Ltd (LCPL) was granted development consent to extract up to 2.1 million tonnes of coal per calendar year until 31 December 2027.

As a condition of consent LCPL and Council have developed a Voluntary Planning Agreement (CPA) that requires \$0.035 for each tonne of coal produced to be allocated as a community funding program to develop community capacity within the suburbs of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park.

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## AVAILABLE FUNDING AND KEY DATES

- Opens 12 August 2024 and closes 15 September 2024
- Applications can be made for funding up to \$30,000.00 annually per project for 2024.
- Total annual funding available is dependent on business operations and will be stated on Council's website prior to applications opening each year.
- Applications are scheduled for funding decision at a Council Meeting approximately three (3) months after the application deadline.
- Any project scope variation must obtain approval in writing from Central Coast Council Grants Team.

## 1. EXPECTED PROJECT OUTCOMES

Each application is required to address a minimum of ONE of the following outcomes within the locations of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park;

- 1.1 Increase in community participation through creating vibrant neighbourhoods and public spaces.
- 1.2 Increased opportunities for recreation and leisure.
- 1.3 Increase in arts and culture, celebrations, and events.
- 1.4 Enabling start up social enterprises.
- 1.5 Enhanced sense of local identity.
- 1.6 Increase promotion of green spaces and the environment.
- 1.7 Building strong and innovative community infrastructure.

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## 2. ELIGIBILITY

- 2.1 Applicants must be a legally incorporated not-for-profit organisation or be auspices by a legally constituted not-for-profit organisation.
- 2.2 Applicants must be able to demonstrate that the project will benefit residents of the Summerland Point, Gwandalan, Chain Valley Bay or Mannering Park communities.
- 2.3 All applicants must meet the grant program eligibility criteria and address one or more of the program outcomes.
- 2.4 Only one application per project, per financial year, may be successful in obtaining funding across any of Council's grant funding programs.
- 2.5 Central Coast based community run emergency service entities that are part of Government Departments and agencies such as RFS,SES and VRA.
- 2.6 Applicants must provide all required documentation as detailed in section seven (7) of the Chain Valley Colliery Community Funding Program.

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## 3. INELIGIBILITY

- 3.1 Late or incomplete applications.
- 3.2 Proposals that do not directly benefit the Summerland Point, Gwandalan, Chain Valley Bay, or Mannering Park communities.
- 3.3 Applicants with an overdue acquittal or fail to appropriately acquit within the Chain Valley Colliery or within any of Council's funding program.
- 3.4 Events, projects, or activities with a religious, political, or sectarian purpose, where that purpose may exclude or offend members of the broader community.
- 3.5 Applications seeking fund for retrospective projects and activities commencing, or project items purchased, prior to two (2) months from the end of the grant closing date. (For example, applications submitted by deadline of 15 September must commence no sooner than 15 November in order to be eligible).
- 3.6 General fundraising appeals.
- 3.7 Applicants in a position to self-fund the project.
- 3.8 Proposals from Government Departments, agencies, or Council.
- 3.9 Proposals that duplicate a project, services or activity already existing within the LGA
- 3.10 Proposals for programs/activities funded previously need to demonstrate progress towards financial independence via sustainable models/practices.
- 3.11 A project, event, service, or activity which primarily benefits a single individual or business.
- 3.12 Applications seeking funds for personal benefit such as travel, meal, or accommodation costs.
- 3.13 Applications seeking funds for prize money, gifts and or awards including trophies and gift vouchers.

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## INELIGIBILITY Cont.

- 3.14 Applications that seek support for supplementing, increasing, or continuing ongoing service deliver or for funding the core business of the organisation.
- 3.15 Purchase of land or buildings.
- 3.16 Applicants who have an outstanding debt to Council.

## 4. ASSESSMENT CRITERIA

Each application will be assessed as follows:

- 4.1 Addresses an identified community priority as outlined in section 1.
- 4.2 The extent to which the project delivers social, cultural, economic, or environmental benefits.
- 4.3 The extent to which the budget is comprehensive, realistic, all quotes provided and provides value for money.
- 4.4 The extent to which the application demonstrates that any ongoing or recurrent cost of the project can be met by the community group once grant funding has been expended.
- 4.5 Capacity of the organisation to undertake all aspects of the proposed project.

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## 5. ASSESSMENT PROCESS

- 5.1 Applications are only accepted online through Central Coast Council's website and the appropriate online application form. Assistance is provided to any group or individual if requested to ensure access and support with the online system.
- 5.2 Applications will be assessed by an Assessment Panel. The Panel will assess and make recommendations for projects received through the community grant program and recommendations will be reported to Council for endorsement.
- 5.3 Applications may be assigned to another grant program as part of the assessment process if the original funding program selected by the applicant is not deemed most appropriate for the initiative.

## 6. NOTIFICATION AND PAYMENT

- 6.1 All applicants will be notified of the outcome of their application.
- 6.2 Unsuccessful applicants are encouraged to seek feedback from Council's Grants Team on their application. This grant program is highly competitive and even though an application may meet program criteria it may not be competitive against other applications.
- 6.3 Successful applicants are required to sign a funding agreement outlining the requirements of the grant. This funding agreement must be signed prior to funding being released. Council reserves the right to withhold funding if stipulated grant conditions as per the funding agreement are not met.
- 6.4 All projects must be completed as agreed upon in the funding agreement.
- 6.5 The organisation will provide to Central Coast Council a final project report (grant acquittal). The report due date is within twelve (12) weeks of the end of the project, as per application, or date of payment, whichever is the latest. The report must detail the outcomes and expenditure if funds granted and must include evidence of expenditure as detailed in the acquittal template.
- 6.6 Applicants who do not complete and return an acquittal report by the agreed date will be eligible for any future funding.



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## 7. ADDITIONAL INFORMATION

- 7.1 In addition to the completed application form, the following must be provided:
- A copy of your most recent audited financial statements (or a statement of income and expenditure signed by your finance manager, if your organisation is not subject to audit requirements)
  - Your organisations most recent Annual Report- minimum of Form A12, if this is your annual reporting obligation to NSW Fair Trading.
  - Evidence of other funding secured or applied for (if relevant).
  - A copy of your organisation's Certificate of Incorporation or evidence of being a legally constituted not-for-profit organisation or Authority to Fundraise.
  - A copy of your organisation's public liability insurance certificate of currency or written quotation for public liability insurance to cover \$10 million.
  - For capital works and/ or equipment two quotes for each item valued at \$1000 or more.
- 7.2 Offer of funds by Council in no way implies any ongoing funding commitment or obligation by Central Coast Council or Delta Coal.
- 7.3 Approval of a grant does not imply that Central Coast Council has given any other consent. Applicants should note that many activities required approvals and consents from Central Coast Council, NSW Police and other state government agencies.
- 7.4 To ensure an accountable and transparent assessment process is maintained, Council staff and funding assessors are required to declare and potential pecuniary and non-pecuniary conflict of interest.
- 7.5 All written and verbal communication regarding an application will only be with the applicant or the contact person listed in the application.
- 7.6 All grants are governed by Central Coast Council's Community Grants Policy.
- 7.7 All decisions of Central Coast Council are final, and no negotiations will be entered into.

## 8. KEY CONTACTS

### **Grant Enquiries**

Grants Team

Email: [grants@centralcoast.nsw.gov.au](mailto:grants@centralcoast.nsw.gov.au)

P: 02 4325 8861

### **Events Enquiries**

Events Team

P: 02 4350 1624

Quotes and booking for Council Facilities (Eg: Halls, theatres, and open spaces areas)  
Council has a range of spaces available for hire via our online hall and venue finder  
and park and sportsground finder.

P: 02 4325 8222 or 4350 5555