

Community Grants (Individual/Team/Group) Guidelines

This document provides advice on eligibility, funding available, assessment criteria and processes associated with the City of Launceston Community Grants (Individual/Team/Group) program. Your application must comply with all specified guidelines.

Before completing an application, we suggest you discuss your application with our Grants and Sponsorship Officer to determine your eligibility for funding.

Grants and Sponsorship Officer
Community Tourism and Events
T 03 6323 3351
E contactus@launceston.tas.gov.au

Overview

The purpose of the individual/team/group grant fund is to provide assistance to individuals/teams/groups for sporting, academic or cultural endeavours.

Who can apply?

If you are 18 years or under, living in the Launceston Municipality and have been selected to represent Australia, Tasmania or Northern Tasmania.

Who can't apply?

Individuals/teams/groups who are 19 years and older.

Grants Available

Individuals

If activity is overseas	\$200 per individual
If activity is interstate/intrastate	\$100 per individual

Teams/Groups

If activity is overseas	\$100 per individual (max \$600 per team/group)
If activity is interstate/intrastate	\$50 per individual (max \$300 per team/group)

A team/group consists of 2 or more people participating in the same event with a common link, e.g. organisation.

Available community grant funding in any given year will be subject to allocation by the Council for that financial year.

Funding Limitations

A member of a team/group is ineligible to apply for an individual grant and must apply for a team/group grant. A team/group consists of two or more participants in the same event with a common link e.g. organisation.

Individuals/teams/groups can only receive one grant from the City of Launceston each financial year with any one individual to receive a maximum of three (3) grants only.

Application Process

The timeframe for community grant applications to be considered is as follows:

Round	Applications Open	Applications Close	Applications Assessed	Council Decision
Round 1	1 April	31 May	June	July
Round 2	1 July	31 August	September	October
Round 3	1 February	31 March	April	May

Each funding round will be publicly advertised through local media and direct electronic mail. Please contact the Grants and Sponsorship Officer if you would like to receive these emails.

Your application must be received a minimum of two weeks prior to the event. Applications received after this time will be ineligible. While the application must be received two weeks prior to the event, allocation of funds may occur after the event due to the length of assessment and decision making processes.

Your community grant application is to be made online via the City of Launceston website. For teams/groups the application must be made by a representative from the team/group (e.g. group leader, coach). Your application will require the inclusion of the following information:

- A copy of your letter of selection
- Australian Taxation Office Statement by Supplier Form

Your application will not be accepted by mail, email or in hand written form.

Assessment process

- Your application will be reviewed to ensure it meets eligibility requirements.
- Applications eligible will be presented to Council for final decision.

Allocation of funds

Once your funding application has been approved and the Australian Taxation Office Statement by Supplier Form and personal bank details have been received by the City of Launceston, funds will be distributed.

It will also be the responsibility of team/group representative to distribute the funds to the team/group in an appropriate manner.