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# **COMMUNITY INVESTMENT AND PARTNERSHIP PROGRAM APPLICATION GUIDELINES**

# ABOUT THE PROGRAM

Our program is designed to support local initiatives that improve the quality of life for local residents.

We are committed to helping build strong, healthy, and vibrant communities by providing financial assistance, resources, and in-kind support to a range of events, projects and activities that deliver social, economic, cultural or environmental benefits to the community.

Whether it's funding for local groups and programs, support for community events, or developing longer term partnerships with key organisations, our goal is to make a positive impact.

We invite community and Aboriginal organisations, not-for-profits, and local groups to apply for sponsorships that align with our values and program focus areas of:

## **Culture & Country, Community and Environment.**

This guide will walk you through the application process, eligibility criteria, and the types of projects we will support.

Together, we can help build a brighter future delivering on our vision of “*Building prosperity in the Kimberley and beyond*”.

# WHO CAN APPLY?

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The following groups based in the **Shire of Derby/West Kimberley** or **Shire of Broome** are welcome to apply:

- Not for profit organisations
- Local sporting associations
- Incorporated associations
- Educational institutions and P&Cs
- Charitable groups
- Native Title Prescribed Body Corporates

# WHO CAN'T APPLY?

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The community program is not open to applications from any organisation based outside the Shires of Broome or Derby/West Kimberley or anyone in the following categories:

- Individuals
- For profit companies and organisations
- Unincorporated associations
- Political parties and organisations
- Individual sports teams/clubs where a local sporting association exists
- Religious organisations (except educational institutions)
- Local, state or federal government agencies and organisations (except schools)

# HOW MUCH CAN I APPLY FOR?

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Small Grants Program – up to **\$2,000** per application

Community Giving Grants – up to **\$5,000** per application


Events Funding – up to **\$5,000** per application

# HOW DO I APPLY?

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Please complete the online application at [www.kmsands.com.au/community](http://www.kmsands.com.au/community).

Applicants are encouraged to contact the Community team via email initially at [community@kmsands.com.au](mailto:community@kmsands.com.au) to discuss your application prior to submitting.



# WHEN CAN I APPLY?

## Small Grants Program (up to \$2,000)

Applications for our ad hoc grant funding stream are **open year-round** until funding allocation is exhausted and can be submitted **at any time**.

## Community Events (up to \$5,000)

Applications for the Community Events funding stream are open year-round until funding is exhausted and can be submitted **at any time**.

## Community Giving Grants (up to \$5,000)

Applications for our community grants are **open twice yearly**, in October and April, closing on the last day of the respective month, for events and activities that occur between January to June (October round) and July to December (April round).

# WHAT CAN FUNDING BE USED FOR?

Grants can be used to support community initiatives, events and groups that align with Kimberley Mineral Sands' values and program focus areas, including:

- **Capacity building activities** for community organisations, like workshops
- Events that **promote community connection and wellbeing** and are low cost
- **Events and activities** that support a program or project aligning to our focus areas, such as youth programs, community gardens, environmental initiatives
- **One off equipment purchases** to support running of community organisations
- Assistance to run **events in remote communities**

# WHAT CAN'T FUNDING BE USED FOR?

Exclusions include:

- Activities that have already occurred
- Travel away from the West Kimberley
- Cash prizes
- Purchase or supply of alcohol
- Day to day operational costs e.g rent
- Activities that could be considered hazardous, environmentally or culturally irresponsible, unethical, illegal or discriminatory
- Day to day operational costs e.g rent
- To support events where ticket price is a barrier to entry
- Organisations or activities that do not align with our values or focus areas

# 2024/25 KEY DATES

Year Round	Applications open for Small Grant Program (up to \$2,000). Applicants will be notified of the outcome within 2 weeks
Year Round	Applications open for Events Sponsorship (up to \$5,000). Applicants will be notified of the outcome within 4 weeks
1 October 2024	Applications open for Community Giving Grants (up to \$5,000) for projects occurring from January to June 2025
31 October 2024	Applications for Community Giving grants close at 5pm
28 November 2024	Applicants notified of outcome of application
1 April 2025	Applications open for Community Giving Grants (up to \$5,000) for projects occurring from June to December 2025
30 April 2025	Applications for Community Giving grants close at 5pm
29 May 2025	Applicants notified of outcome of application

*Note: KMS reserves the right to change these dates without notice*

# ASSESSMENT PROCESS



We use a comprehensive assessment process to assess all applications. This process includes consideration of organisation and project eligibility against the guidelines, project assessment against the key criteria outlined on the application, and validation of shortlisted applications.

To be as strong as possible, organisations must clearly demonstrate the following in their applications, in addition to meeting all eligibility guidelines:

## **Values & Focus Areas**

- Alignment with Kimberley Mineral Sands' values
- Alignment with one or more of the three program focus areas

## **Need**

- What cultural, community or environmental need will the project address?
- How have community needs and perspectives been considered throughout the project, event or activity's design and planning?

## **Effectiveness**

- What is it about the project, event or activity that makes it likely to deliver on its objective?
- Does the project design match the idea? E.g. is it targeted, thoughtful and well structured?

## **Funding & Budget Considerations**

- Can the project, event or activity be achieved within the set time frame, and using the funding requested or already secured?
- Is the project, event or activity fully costed and does the budget balance?
- Does the budget demonstrate how the grant funds will be used, and where?

Applicants may be asked to provide supplementary documents to demonstrate the need for the project, event or activity, and to support their proposed approach. Lesser funding amounts than requested may also be approved.

Successful applicants will be notified by email and will be required to enter into a Sponsorship Agreement with Kimberley Mineral Sands. The agreement will outline the amount of funding to be received, sponsorship benefits and other terms and conditions. Supplier forms and a tax invoice will be required to be submitted in order to receive the grant funding.



# ACQUITTALS

All grant funding recipients will be required to complete an acquittal report for the funding received. This includes demonstration of success of the project, how many people benefitted, media promotion of the activity and Kimberley Mineral Sands' sponsorship, and evidence that the funds were used as per the application.

For more information please visit [www.kmsands.com.au/community](http://www.kmsands.com.au/community), email our Community Team on [community@kmsands.com.au](mailto:community@kmsands.com.au) or call 1300 33 67 25.


# DISCLAIMER

While we are committed to supporting as many initiatives as possible, please be aware that funding is limited and, unfortunately, not all applications will be successful or may not receive the full amount requested.

Our selection process is designed to ensure fairness and transparency. Each application is carefully reviewed based on its potential impact, benefit to the community, and alignment with our business focus areas and values.

Due to the high volume of submissions, unfortunately some deserving projects may not receive funding.

## CONTACT

 1300 336725

 [www.kmsands.com.au](http://www.kmsands.com.au)

 [community@kmsands.com.au](mailto:community@kmsands.com.au)

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