

Community Grants Program Guidelines

CATEGORY 2 – Community Insurance Grant

3.1 Purpose

To support not-for-profit Resident and Ratepayer Groups with the cost of Public Liability and Volunteer Personal Accident Insurance, enabling them to deliver activities and initiatives in their local area without financial barriers related to insurance coverage.

3.2 Funding Timeframes

- Open year-round.
- Applications are assessed within six weeks of being received.

3.3 Funds Available

Up to \$1,000 per group per financial year for eligible insurance costs.

3.4 Eligibility

Applicants must:

- Be a not-for-profit Resident and Ratepayer Group operating within the City of Gosnells.
- Provide evidence of an ongoing program of local community activities.
- Hold or obtain the required insurance policies (Public Liability and/or Volunteer Personal Accident Insurance).
- Deliver activities within the City of Gosnells.

Ineligible applications include:

- Groups without evidence of community activities.
- Insurance policies unrelated to Public Liability or Volunteer Personal Accident coverage.
- Retrospective claims for insurance already paid prior to application approval.
- Applications from organisations with outstanding debts to the City (unless repayment arrangements are in place).

3.5 Application Process

Email info@gosnells.wa.gov.au and include:

- Proof of incorporation.
- Evidence of community activities (e.g., meeting minutes, event flyers).
- Insurance invoice or quote.

3.6 Assessment Criteria

Applications will be assessed on:

- Community benefit: How the insurance supports safe delivery of community activities.
- Project feasibility: Evidence of ongoing activities and capacity to maintain engagement.

- Value for money: Insurance costs are reasonable and directly related to community activities.

3.7 Terms and Conditions

Successful applicants must:

- Use funding only for approved insurance purposes.
- Submit an acquittal report with receipts within two months of payment.
- Acknowledge the City's support in any relevant communications.
- Return any unused funds or funds spent on unapproved purposes.

3.8 Reporting and Acquittal

Within two months of payment:

- Submit an acquittal report via email.
- Provide proof of payment for insurance.
- Provide evidence of community activities during the funded period.