

# Frequently Asked Questions (FAQs)

## ONKAPARINGA GRANTS

As a part of our [Community Plan 2030](#), we are committed to a shared vision for the City of Onkaparinga. This includes supporting the many community groups, businesses and individuals who make our community a vibrant place to live, work and play. One way which we can do this is through our Grants Program.

## Grants Officer

Phone (08) 8301 7355

Email [grants@onkaparinga.sa.gov.au](mailto:grants@onkaparinga.sa.gov.au)

## BEFORE YOU GET STARTED

Before applying for a grant, we strongly encourage you to discuss your proposal with the relevant grants program officer.

## GRANT WRITING WORKSHOPS

We hold free grant writing workshops.

Bookings are essential for all workshops as places are limited.

Please visit our website for further information.

**Onkaparinga Grants** BRING YOUR IDEAS TO LIFE.

**CITY OF ONKAPARINGA**

APPLY NOW

## INTRODUCTION

The grant guidelines for each individual grant contain a lot of relevant information. We encourage you to read the guidelines in full before applying for any of the Onkaparinga Grants.

Common definitions and frequently asked questions are listed below, or of course we are always here to help via phone or email:

[Grants Officer](#)

Phone (08) 8301 7355

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## DEFINITIONS

### What is 'in-kind support'?

In-kind' support refers to items, materials, equipment or services, other than cash, that are being donated or loaned for the purposes of the program/activity. This refers to the cash value that the item or service would have cost if you had to pay for it. For most of our grants the concept of in-kind contributions that are made by the applicant can include, but are not limited to:

- donation of materials
- provision of a venue (where hire fees are waived or discounted)
- provision of volunteer hours to help with your program/activity or equipment purchase. Volunteer hours are generally valued at \$45 per hour.

### What is a 'fixture'?

A fixture is an item that is constructed, installed or upgraded in a facility, such as shade structure, scoreboard, kitchen upgrade, storage shed or skylights. A fixture is not removable and remains connected to the building.

### What is 'land owner consent'?

'Land Owner Consent' is a formal letter from the landowner providing permission for works to be undertaken on their premises. For council owned land and buildings this form can be found on our [website](#)

### What is a 'Local Heritage Place'?

'Local Heritage Place' means a place that is designated as a place of local heritage value in Council's Development Plan and satisfies one or more of the criteria for listing under Section 23 (4) of the Development Act 1993. These buildings are identified in and statutorily protected from inappropriate development through the Onkaparinga (City) Development Plan. Contributory Item means a place that is designated as a place that contributes to the historic character and streetscape character of townships and is listed in Council's Development Plan as a contributory item.

### Other definitions

Please refer to our [Grants Policy](#) on our website for many more definitions.

## FREQUENTLY ASKED QUESTIONS

### **I am not confident in using a computer and need support and assistance in submitting my online application.**

Please contact the nominated grant program officer directly with any concerns. There are computers at our libraries you can access and the grant program officer can assist with any questions about the online process however they are unable to complete or submit the application for you. Alternatively you could look at sharing the responsibility of the submission within your organisation with some one that has experience in technology or confident in this field.

### **If we received funding in the past does this mean we can be funded again?**

Yes, if you have successfully acquitted your previous grants. Each funding round applications will be considered on their merit, and the success of previously acquitted grants will be considered when your application is assessed.

For ongoing events, usually council's contribution may reduce over time unless you can clearly demonstrate that the event is growing and providing increased benefit to the community.

### **What does council expect in return for a grant?**

It is important to recognise and promote council 's funding as specified on the application form and in the conditions of funding. Maintaining ongoing communication with the grants program officer about all aspects of publicity associated with your project/event/activity is important.

### **Can we request the Mayor attend our event?**

Yes, the Mayor is often happy to attend events that council has provided a grant for, and the Mayor's role can range from attending as a spectator to officially opening your event and making a speech. The Mayor's diary is extremely busy and tends to fill up quickly. Therefore all requests for the Mayor and/or elected members to attend your event must be made in writing to the Grants Advisor ([grants@onkaparinga.sa.gov.au](mailto:grants@onkaparinga.sa.gov.au)) at least eight weeks out from your event.

The Grants Advisor/Mayors Liaison Officer will notify you of the Mayor's availability, and may request additional information for speech notes etc.

### **Can we run a grant funded event for fundraising purposes?**

Yes. You can apply for funding for an event which is generating funds for a not-for-profit community organisation providing that you can demonstrate the benefit this will generate. Applications that seek funding to support your organisation's general operating costs will not be funded. Details of where any profits from your event will be directed should be clearly explained in your event budget.

### **Can we purchase equipment with a grant?**

Yes, we have a grant program specifically for this purpose: Community Grants – Small Equipment Purchases. If you'd like to purchase equipment through another grant, such as Community Grants – Community Development Programs, Community Events or Major Festivals and Events you must demonstrate that the purchase relates directly to the running of your program/event.

### **Is GST paid on grants?**

GST does not apply to grant payments, regardless of whether or not the organisation is registered for GST.

### **Our group is not incorporated, can we still apply?**

Your group or organisation can apply but you will need to link with an incorporated body to auspice (host) your application. If your application is successful, the grant money will be paid to the auspice organisation. They will be responsible for the finances, but your group will be responsible for the project.

### **I am a private landholder with a large area of native vegetation but am not eligible for an Environment Grant, who can help me?**

Contact the Hills & Fleurieu Landscape Board who may be able to assist you with technical assistance, funding and management planning.

### **Who can help me with technical advice for our planned revegetation project?**

Technical advice and assistance with the planning and design of revegetation projects is available from the Urban Biodiversity Program: <https://www.landscape.sa.gov.au/hf/plants-and-animals/native-plants-animals-and-biodiversity/urban-biodiversity>

Applicants are also encouraged to refer to the sustainable landscapes resource 'reducing fire risk in gardens' on the CFS website ([www.cfs.sa.gov.au](http://www.cfs.sa.gov.au)) in relation to landscaping to minimise fire risk.

### **How can we minimise waste on our project?**

The City of Onkaparinga encourages you to minimise waste wherever possible, our website at [www.onkaparingacity.com](http://www.onkaparingacity.com) has ideas on how you might achieve this.