

2012

BLAND SHIRE COUNCIL
ACCESS INCENTIVE SCHEME GUIDELINES



BLAND SHIRE COUNCIL
west wyalong

BLAND SHIRE COUNCIL

ACCESS INCENTIVE SCHEME GRANT

FUNDING GUIDELINES

Introduction

Council's Access Advisory Committee was formed in 2000. The committee's purpose is to raise awareness about access issues to Council and the community and to improve access in the Shire.

Bland Shire Councils Access Incentive Scheme aims to:

- Provide financial assistance to improve access to and within buildings,
- Encourage the development of partnerships between local business, community organisations/ services, local government and the general public,
- To encourage a greater awareness of access issues in the community.

This document has been prepared to set the guidelines for the allocation of Access Incentive Scheme funding.

1.0 Who can apply?

Owners or lessees of buildings and other facilities located within Bland Shire Council are invited to apply.

Applicants are eligible to apply for the Access Incentive Scheme Grant if:

- The building and works are carried out in the Bland Shire
- The applicant is a business, educational facility, not for profit community organisation, or a community service provider

Council employees or Councillors may apply for funding on the same basis, and only on the same basis, as any member of the public.

Restrictions

Each organisation is limited to one Council Grant or Donation per financial year.

Previously funded projects have to be properly acquitted in accordance with the conditions before applying for further funding.

Council employees or Councillors may access funding on the same basis, and only on the same basis, as any member of the public.

Generally the maximum level of funding per project will be limited to \$1000 subject to the availability of Council funds

Applicants will be required to provide matching funding for the project being submitted on a \$1:\$1 basis (this can include in kind volunteer contributions, cash, etc). There will clearly be cases where groups may wish to contribute more to the project.

2.0 Assessment Process

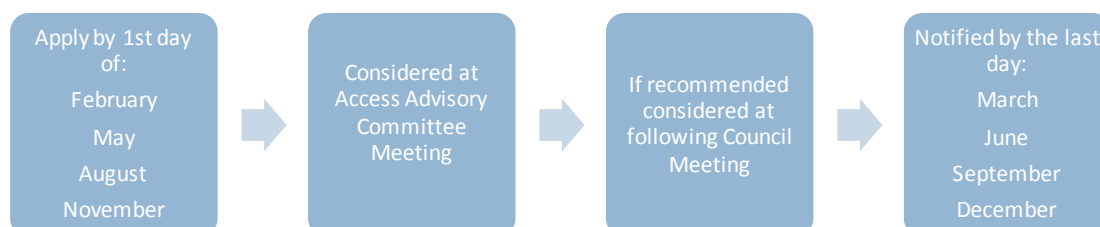
All applications for the Access Incentive Scheme funding must be considered by Council's Access Advisory Committee and must be accompanied by the relevant application form in addition to all other supporting documentation.

There are four (4) funding rounds per annum. Applications close on the first Friday of February/May/August/November.

It is recommended that early consultation with Council staff is conducted prior to lodging a grant application to ensure that the project meets the eligibility criteria. All applications are to be vetted by Council's Development Services Section to determine compliance with the Premises Standards, AS1428.1 and the Building Code of Australia, prior to the applications being considered by the Committee.

The committee shall not consider any incomplete applications unless there are exceptional circumstances, as agreed upon by the committee.

The Access Advisory Committee is to determine applications for recommendation to Council for funding. In the event that the committee is not meeting in time to assess the grant as required, Council is to determine the grant based on the same assessment process.



3.0 Eligibility

The Access Incentive Scheme is to assist with projects which improve access to or within buildings within the Bland Shire.

Only one submission per applicant of Council Grant or Donation per financial year.

Previously funded projects are required to be correctly acquitted in accordance with the conditions before applicants may apply for further funding.

The funding is available to meet expenditure incurred only in respect of the approved work.

Funding will NOT be provided

- Where financial assistance is available from other funding bodies and within the applicants own company
- When a previous project funded by Bland Shire Council has not been fully acquitted by the applicant
- Where the applicant has an incomplete project concerning access issues
- For projects that were undertaken prior to approval of grant

Assessment Criteria

The following criteria must be addressed and will be taken into account by the Access Advisory Committee in assessing the priority of your application. The project/applicant must:

- Have high value and or level of usage for the Bland Shire community and visitors;
- Conform to Australian Standard 1428.1 Design for Access and Mobility, and Australian Premises Standard;
- Be highly visible to the public;
- Be located in the local government area of the Bland Shire;
- Obtain development approval from Council if required;
- Financially contribute to the project on a \$1:\$1 basis.

Preference will be given to projects/applicants that:

- Are urgent in nature
- Clearly complement broader access objectives eg. improve access to main street of towns and villages within the Bland Shire
- Encourage consideration towards further projects within the Shire
- Improve access to buildings which house essential services or are used by people with limited mobility

Level of Assistance/Funding Available

Bland Shire Council annually allocates an amount within the operational budget for the Access Incentive Scheme Grant.

Applicants will be required to provide matching funding for the project being submitted on a \$1:\$1 basis (this can include in kind volunteer contributions, cash, etc). There will clearly be cases where the applicant may wish to contribute more to the project.

Timing of Projects

The applicant must complete the project within 12 months

4.0 Conditions of Approval

If the application submitted is successful, grant conditions will apply.

These conditions will be provided to the organisation and include but not be limited to:

- acceptance form, agreeing to conditions applying to approved projects, returned within six (6) weeks
- acknowledgment of support by featuring Bland Shire Council logos at events and in advertisements etc
- recommendation for Payment of Council funds will be made upon final inspection of works at completion of project
- Access Incentive Funds will be paid on invoice only, unless otherwise approved by Council.
- acquittal form returned within three (3) months of completion of project

Approval from Council must be sought if any changes are made to the intended purpose of the grant in respect to the application.