

Community Partnerships Program

The Community Partnerships Program (CPP) provides financial and in-kind assistance to community organisations. The purpose of the Community Partnerships Program is to enhance community wellbeing and prosperity by contributing to community partnerships for events, projects and activities that deliver significant community benefits in Mareeba Shire. The community benefits could include social, economic, environmental and cultural benefits.

Please apply at least 6 weeks prior to the date the assistance is required by. Be prepared to acknowledge Council assistance on all advertising for the event or project should the request for assistance be approved.

To apply for assistance, individuals and organisations should firstly contact the Community Wellbeing Officer Cristina Aloia on 1300 308 461 or direct line 4086 4627, to discuss their community partnership. A letter of request or email should then be lodged with Council detailing the community partnership and the contribution requested of Council.

The following information should be included in any application.

Applicant details

1. Name of applicant
2. Contact details - name, position, telephone, email, postal address
3. Details of incorporation or auspice body if the applicant is a club or community group
4. Incorporated groups - most recent audited financial statement
5. Unincorporated groups - most recent reconciled financial statement

Community Partnership details

1. Purpose of the event/activity
2. Describe the community benefits to be achieved by the community partnership
3. Date and location of the event/activity if applicable
4. Date the assistance is required by
5. Details of contributions to the event/activity by other parties including applicant e.g. chairs to be picked up by volunteers
6. Copies of two quotes from local businesses for items to be paid by cash
7. Any other relevant information to assist Council in making a decision



Please Note:

- Council will consider in-kind applications requesting the use of Council's tables, chairs and other event equipment on the basis that the applicant agrees to collect, clean and return the equipment during normal business hours. Council will not deliver these items and any damages or cleaning costs must be paid for by the applicant.
- Requests for major partnership contributions are to be received by 1 February each year before the contribution is required.

Examples of ineligible applications:-

- The funds are to be used towards wages/salaries
- The request is for a private business venture or activity
- Incorporated groups that are not able to provide a copy of their audited financial statement
- Unincorporated groups that cannot provide a copy of their reconciled financial statement
- The applicant/event has received \$2,000 in a financial year and is not considered a major event

Please refer to the Community Partnerships Program (CPP) Policy for more details. This is available at <http://msc.qld.gov.au/policies-and-plans/>

