Expression of Interest – Temora Community Events Program

# Supporting Information for Applicants

**About the Program**

The NSW Government is focused on supporting communities to recover from recent challenging times through the $200 million Regional Recovery Package, which will create new jobs and support community events, shows and festivals to boost tourism.

To support the economic and social recovery of our regions, Temora Shire Council has been allocated $239,651 through the Reconnecting Regional NSW – Community Events Program to assist with the delivery of community events.

**The Process**

Temora Shire Council is calling for Expressions of Interest (EOI) from within our community for event concepts that meet the funding criteria. **EOI’s will be open from Tuesday 3rd May until Friday 27th May 2022.**

The received EOI’s will be assessed by Councilors the week commencing Monday 6th June 2022.

Successful applicants who will be receiving funding will be notified on Wednesday 8th June 2022.

The Council will be facilitating the delivery of the events program, funding through to the various successful organisations and provide event support.

**Important Information:**

* Funding will be available from August 2022 and be paid on production of event invoices in up to 2 installments.
* EOI applications will close on Tuesday 7th June 2022.
* Notification of successful applicants will commence from Wednesday 8th June 2022.
* All required documentation needs to be submitted before payment/s will be released.
* Completion reports will be required within 30 days of the event being completed.
* Costs are only eligible from the date of the funding agreement with Council.
* Retrospective costs to cover any event or component that is already complete before the opening date of the program will not be eligible.
* Each event must be planned and delivered using the COVID-19 NSW Public Health Orders current at the time and if required, have a COVID-19 Safety Plan in place.
* Funding outlined in the funding agreement is exclusive of GST (for council applications).
* Public Liability Insurance – you will need to ensure you have, or plan on taking out, Public Liability Insurance for $20 Million prior to your event/s.
* Events held on Council property require the completion of an [Event Application Form](https://au.openforms.com/Form/dbdc4fc2-d5dc-4c51-bf37-a152f0cfeb96).

**Eligible projects**

Eligible projects are those that will deliver eligible community events or festivals providing immediate positive economic and social benefits to Temora Shire. Events must:

* be open to all members of the public
* free to attend or a very small fee to cover any extra costs
* have a primary purpose of reconnecting communities and improving social cohesion of the local community
* be planned and delivered using the COVID-19 NSW Public Health Orders current at that time and have a COVID-19 Safety Plan in place for all events (the development of these plans is an eligible expense)
* be held before 31 March 2023.

All events are encouraged to be accessible and inclusive, aligning to the applicant’s Disability Inclusion Action Plan and Community Strategic Plan.

**Examples of Eligible Events**

Each applicant can apply for multiple events. Each event will require a separate application forum unless it is a series of connected events (e.g. monthly town markets). Activities eligible for funding include existing or new:

* community markets and bazaars
* festivals and fairs
* sporting events
* food and leisure events
* recovery events
* community classes and workshops
* agricultural field days run by community organisations
* regional racing carnivals (e.g. horse or greyhound racing) run by community organisations
* touring events and theatre programs
* community public holiday celebrations (e.g. Australia Day or Anzac Day).

For existing events: applicants are encouraged to use this funding to make the events larger or more accessible.

 **Ineligible events under the Program include:**

* events with the primary focus on fundraising and charity events
* running grant programs
* business events and conferences
* events where membership is required to attend (for example, club gatherings including RSLs, Rotary, pony and golf clubs)
* country and agriculture shows
* grassroots sporting games (for example, home/away games, local tournaments)
* events with religious or cultural ceremony or celebration as the principal focus (for example, Diwali, Easter, Eid or Christmas celebrations)
* events/festivals already funded by the NSW Government
* Australian or State/Territory government owned and/or operated events.

**Ineligible Projects - Events must not:**

* have a primary purpose of fundraising
* have a primary purpose of financial gain for an applicant or a sole stakeholder (events may have commercial activities as a part of the program for example, stalls at a market, food trucks at a festival)
* promote or be for political purposes.

**Evaluation**

* As part of your funding deed, you will be required to participate in evaluation activities. This includes the completion of surveys, collecting and reporting on outcomes data in your completion report and participating in evaluation research

**Completion Report**

* At the final acquittal of the grant, you will be required to submit a Completion Report that provides evidence of delivery and outcomes for your event/s.
* All completion reports are due to Council within 30 days from the date of the event/final event being completed.