4.1 COMMUNITY GROWTH FUND APPLICATIONS - ROUND 3, 2026

File No:	ADM0080
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	Shire of Carnarvon
Author(s):	Jacquie Birch, Executive Assistant, Lifestyle & Community
Authoriser:	Stephanie Leca, Executive Manager, Lifestyle & Community
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	CGFC 11/09/2026
Schedules:	1. Community Growth Fund Applications Round 03, October 2026 2. CGF Applicants Previous Funding History

Authority/Discretion:

Nil

Summary of Report

This report presents the applications from Round Three of the Community Growth Fund and seeks the Community Growth Fund committee to assess applications and recommend recipients to Council.

Background

The Shire of Carnarvon's Community Growth Fund Round Three opened for applications on 1 October and closed on 12 November 2026, allowing six weeks for community groups and organisations to submit funding applications.

Round Three received a total of 7 applications.

Applications across both categories as listed below:

COMMUNITY GROWTH FUND

1. Carnarvon Arts and Craft Workshop Incorporated
2. Carnarvon Golf Club Incorporated
3. Carnarvon Heritage Group Incorporated
4. Carnarvon Pistol Association
5. Carnarvon Race Club Incorporated
6. Carnarvon Rifle Club Incorporated
7. Dalmacija Club Incorporated

It is recommended that the committee reviews the submitted applications and makes recommendations using the provided Grant Assessment Matrix for the Community Growth Fund and makes recommendation to Council based on available budget.

As the Community Growth Fund does not have delegated authority, the Committee's Assessment Report and recommendations will be presented to Council for formal consideration at the Ordinary Council Meeting on Tuesday, 24 November 2026.

Stakeholder and Public Consultation

The Shire was proactive in promoting the Community Growth Fund opportunity and application process through social media, email outreach, and updates on the Shire's website. The Shire invited community groups to meet with Shire officers to discuss applications before submissions as per the guidelines.

Shire officers offer support, advice and guidance to applicants, ensuring they have the necessary information to navigate the process; noting that officers do not complete applications for applicants.

Statutory Environment

Nil. The Community Growth Fund committee has no delegated authority.

Relevant Plans and Policy

Shire of Carnarvon's Strategic Community Plan
CD004 - Carnarvon Growth Fund Policy

Financial Implications

Council allocates funding to the Community Growth Fund through its annual budget process. The original budget of $110,000 was reported at the Community Growth Fund meeting on 11 September 2026.

The current balance available for allocation is $48,954.55. This balance considers the funding commitment carried forward from 2024/25 for the Gascoyne Gymnastics Club's building upgrades. Council approved the funding at its Ordinary Council Meeting on 24 September 2024 and, on the recommendation of officers, made payment conditional on the Club obtaining the required building approvals. The Shire has since paid the Club $5,000 (inclusive of GST).

Council awarded $61,000 in Round 2. Applications for the current round total $24,543.59. One further funding round is scheduled to open on 1 January 2027.

The table below lists the applications received in the current round and the amount requested by each organisation.

Organisation	**Requested Amount**
Carnarvon Arts and Craft Workshop Incorporated	$1,268.48
Carnarvon Golf Club Incorporated	$5,000.00
Carnarvon Heritage Group Incorporated	$5,000.00
Carnarvon Pistol Association	$5,000.00
Carnarvon Race Club Incorporated	$4,290.32
Carnarvon Rifle Club Incorporated	$1,096.50
Dalmacija Club Incorporated	$2,888.29
TOTAL – COMMUNITY GROWTH FUND	**$24,543.59**

Risk Assessment

Consequence → / Likelihood ↓		STEP 3 – Risk Tolerance Chart Used to Determine Risk				
		Insignificant 1	Minor 2	Major 3	Critical 4	Extreme 5
Almost certain	A	High	High	Extreme	Extreme	Extreme
Likely	B	Moderate	High	High	Extreme	Extreme
Possible	C	Low	Moderate	High	Extreme	Extreme
Unlikely	D	Low	Low	Moderate	High	Extreme
Rare	E	Low	Low	Moderate	High	High

Risk Category	Description	Rating	Mitigating Action/s
Financial	Funding commitments cannot be met within budget.	D3 - Moderate	Ensure allocations are within budget provisions.
Health & Safety	N/A	N/A	N/A
Reputation	Decision-making on approvals and rejections is subject to community criticism.	C2 - Moderate	Provision of clear policy and guidelines and timely communication will assist in mitigating this risk.
Service disruption	N/A	N/A	N/A
Compliance	Applications funded are non-compliant with the Community Growth Fund and Outgoing Sponsorship policy.	C3 - High	Community Growth Fund committee reviews all applications to ensure they meet the requirements set out in the Community Growth Fund Policy.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	Allocated grants may need to be used appropriately as indicated in the application.	D3 - Moderate	Appropriate and substantial acquittal processes are in place that makes each organisation accountable for funds according to their funding application.

Community and Strategic Objectives

The proposal aligns with the following desired objectives as expressed in the *Community Strategic Plan 2022-2032*:

OBJECTIVES

In 2040 Carnarvon is a place where:

- *Our sustainable livelihoods create a community that can flourish into the future*
- *Our community acknowledges our history and celebrates our diverse cultures*
- *Our community is engaged, inclusive and supportive*

ADDITIONAL FOCUS AREAS:

- *Improve the trust between citizens and the Shire of Carnarvon*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *N/A*

Comments

Officers have reviewed each application and recorded the results of their eligibility checks in the assessment matrix. The matrix summarises the applications for the Community Growth Fund Committee to consider at its meeting on Wednesday, 18 November 2026.

Based on feedback received throughout the year, officers have updated the matrix to make it easier for the Committee to apply the assessment criteria consistently. The new scoring guide explains what to look for in applications for projects and events, as well as requests for help with rates or other eligible operating costs. It also gives examples of what supports each score.

Previously, an application could receive a lower score if the group was unable to provide a letter of support. This can be especially difficult for groups seeking help with rates or operating costs, as there may be few independent organisations that know enough about the request to provide a letter.

The application itself should explain what the funding would help the group deliver or keep running, who would benefit and how. The Committee can consider letters of support as extra evidence, alongside information such as participation numbers, how often a facility is used or feedback from the community.

OFFICER'S RECOMMENDATION

That the Community Growth Fund Committee by Simple Majority:
CONSIDERS the applications received and recommends the following recipients and amounts to Council:

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