	External Grant Funding Policy	Version No:	1.0
		Issued:	October 2026
		Last Review:	October 2026
		Next Review:	October 2029

Name of Council:	Wudinna District Council
Responsibility:	Financial Management
File Reference:	7.14
Policy Level:	Discretionary
Minutes Reference:	11.1.2 - 20 October 2026
Next Review Date:	Council may review this policy at any time but will endeavour to review within each four-year electoral term or as required by legislative change.
Applicable Legislation:	Local Government Act 1999 Local Government (Financial Management) Regulations 2011 Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Commonwealth)
Related Policies:	Financial Management and Internal Control Policy Fraud, Corruption, Misconduct and Maladministration Prevention Policy Procurement and Disposal Policy Risk Management Policy and Framework

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1. POLICY OBJECTIVE

The objective of this policy is to:

- Establish a framework for managing, monitoring and evaluating grants and grant-funded initiatives.
- Provide a consistent and objective approach to the assessment of available grant funding to ensure it aligns with Council's strategic plans.

2. SCOPE

There is a diverse range and level of funding that Council can apply for in relation to its own activities or any regional activities the Council is involved with. The policy outlines the factors that must be considered prior to applying for External Grant funding.

This policy applies to all grants that require applications to be made by the Wudinna District Council where:

- Council is submitting an external funding application.
- Council is one of a number of partners in a joint external funding application.
- Council auspices an external grant on behalf of another organisation.
- An application is being made for renewal of a currently held grant.
- Funding provided approves a grant application with variations to the original proposal.

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3. DEFINITIONS

Terms	Definition
External Grant	Means any assistance by way of a sum of money or other resource provided to Council by State, Federal or non-government agencies on the condition that the assistance is used for a specified purpose.
Funding Agreement	A legally enforceable document outlining the terms, conditions, and obligations associated with a grant. This may include deeds, contracts, agreements, or formal correspondence.
Acquittal	The process of reporting and verifying that grant funds have been used in accordance with the funding agreement, including financial and performance reporting.

4. APPLICATION

The following should be considered when applying for any external grant funding opportunities:

- Alignment with Council's objectives. All applications should align with Council's strategic plans including the Annual Business Plan, Asset Management Plan and Long-Term Financial Plan.
- The need to obtain a prudential review report as per Council's Prudential Management Policy.
- The required contribution by Council aligned to existing approved budgets and future budget requirements, and the ability for the value of grant funding to be sufficient to meet stakeholder expectations.
- Upon developing a formal grant submission, the project scope should be clearly defined, and all cost estimates should be sourced from a suitably qualified person. This is to ensure estimates are in alignment with scope and preliminary contributions from Council are clearly understood.
- Impact on internal and external stakeholders, with clearly defined roles and responsibilities for managing External Grant Funding and meeting the required outcomes.
- Assessment of relevance and risks to the Council and Community.
- Ability to comply with contractual terms and conditions, other relevant legal requirements (e.g. licence requirements) and Council policies (e.g. Procurement Policy).
- Whole-of-life cost impacts of the funding that may be relevant, including (capital, maintenance, management, insurance, disposal, operational and depreciation costs).
- Project management and administrative costs that will be associated with the External Grant Funding (including but not limited to project management, procurement, monitoring, reporting and evaluation).
- Council's ability to deliver the project within approved timelines.
- Opportunities for regional funding partnerships and any benefits and risks associated with these partnerships.

5. APPROVAL & REPORTING

- All External Grant Funding should be assessed to ensure that expected outcomes and objectives were met.
- External cash grant applications in excess of $50,000 and all dollar-for-dollar matched funding grant applications in excess of $10,000 must receive the approval of Council via a Council resolution. Due to funding timeframes, this approval may be retrospective of the grant application.
- If Council does not provide retrospective approval for a grant application, the respective grant submission will be withdrawn.
- Council must be informed when:
    - External Grant Funding applications are successful or unsuccessful.
    - The project scope is altered to the extent that the agreed project outcomes are required to be renegotiated with the funding body.
- The approval and reporting provisions of this policy do not apply to Financial Assistance Grants, Supplementary Grants, or Roads to Recovery Grants, and these are recurrent operating grants.

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6. RESPONSIBILITIES

The Chief Executive Officer is responsible for the implementation of this policy. Relevant Directors/managers/Officers will be required to provide background information and recommendations in relation to applications covered in their areas of work.

7. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.wudinna.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.