Scoring matrix – Australia Day Grants 2024

| **Categories** | **Low (0-3)** | **Medium (4-6)** | **High (7-10)** |
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| **Community Benefit (30%)** | * People contributing to the event (1-3)
* People attending the event (< 35)
* Minimal or no community support/participation
* Community benefits not identified or are unclear or appear unachievable.
* No local goods and services sourced for event
 | * People contributing to the event (4-10)
* People attending from the event (36 -200)
* Some community support/participation
* Community benefits appear clear and achievable
* Some local sourcing of goods and services planned.
 | * People contributing to the event (11+)
* People attending the event (201+)
* Impact of the community benefit (anticipated community outcomes)
* Strong community support/participation
* Community benefits appear clear, achievable and well considered
* Strong support for local sourcing of goods and services planned
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| **Alignment to Council Priorities (30%)** | * Little to no detail explaining alignment to Council priorities
* No measures taken to deliver accessible and inclusive event.
* Limited or no demonstration of plans to reduce environmental impact of event or promote sustainability.
 | * Some alignment to Council priority provided.
* Some measures demonstrated to deliver accessible and inclusive event.
* Some planning demonstrated to minimise environmental impact of event and/promote sustainability.
 | * Clear alignment to Council priority with reasons strongly articulated.
* Supports initiatives that advance reconciliation and/or celebrate First Nations Peoples, or supports environmental/wellbeing priorities
* Strong consideration and planning to minimize environmental impact and promote sustainability.
* High level planning demonstrating accessible and inclusive event delivery.
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| **Ability to deliver the event (40%)** | * Inadequate budget – unclear/incomplete, event costs exceed event value.
* Inadequate event plan – limited or no planning undertaken, aims are unclear or appear unachievable, event description and tasks list lacks clarity.
* Inadequate risk management plan – potential risks or strategies to mitigate these not adequately considered or planned for.
* No site plan included, or inadequate detail on site plan
* Permits, permissions and insurances not considered or appropriately demonstrated.
* Limited or no information on how event will be marketed or promoted.
 | * Adequate budget – most costs or income sources identified, even costs equal event value.
* Adequate event plan – some planning undertaken and draft event plans provided, with clear and achievable aims, task list and event timeline.
* Risk management plan provided– relevant risks considered with strategies to mitigate these.
* Includes site plan with some key features identified.
* Permits, permissions and insurances have been considered, but may be awaiting confirmation/additional may be required.
* Some detail provided on how event will be marketed/promoted, but includes limited detail.
 | * Sound budget - all costs and income sources clearly identified, and project value exceeds project cost.
* Strong event plan – final event plan provided with clear and well-ordered task list, realistic aims and timelines and demonstrated capacity to deliver event.
* Clear risk management plan - relevant risks identified with carefully considered strategies to mitigate these.
* Includes detailed site plan with all key features identified.
* All appropriate permits, permissions and insurances in place/confirmed.
* Marketing of event has well developed messaging and content, with consideration of multiple methods to reach a broad audience.
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