

**Attachment 3 – Matrix – Criteria for determining level of subsidy for Leases and Licences for not-for-profit organisations**

Criteria	Each answer worth 4 points	Each answer worth 3 points	Each answer worth 2 points	Each answer worth 1 point	Score
<b>Organisational Status &amp; Structure</b>	The organisation is locally based, stand alone and not-for-profit. It has a voluntary management committee, comprised mainly of local area representatives	The organisation is locally based, has a regional focus, is stand alone and not-for-profit. It has a voluntary management committee, comprised partly of local area representative	The organisation is a locally based service, outlet, program or project that is part of a larger not-for-profit organisation, it has a voluntary advisory committee, comprised partly of local area representatives	The organisation is a locally based service, outlet, program or project that is part of a larger not-for-profit organisation. There is limited or no local area representation on the advisory committee or similar	
<b>Capacity to undertake range of administrative and management responsibilities</b>	Dependant on assistance from volunteers for all administrative and management functions	Paid staff undertakes some of the administrative and management functions and volunteers assist with the other tasks	Staff undertake majority of administrative and management functions with additional assistance provided by umbrella organisation.	Umbrella organisation carries out majority of administrative and management functions	
<b>Extent of service provided by organisation</b>	The broader community is a beneficiary of services provided by the organisation	Service is significantly used by number of specific sections of the local community	While the organisation provides a direct service to only a small number in the local community, it forms a part of a larger service provision	Service is only used by a small number of the local community	
<b>Extent of accessibility of facility to the Community</b>	Facilities are available and accessible to many in the local community	Facilities are generally available and accessible to the local community	Facilities have limited accessibility and availability to others in the local community	Facilities not accessible or available to others in the local community or limited access	
<b>Social and community benefit</b>	Service is unique, specific and meets a high level of need; or service meets identified social / community needs, with most-service users from low socio-economic or disadvantaged backgrounds	Service meets identified social / community needs, with service users from a range of socio-economic backgrounds	Service meets a broad social / community need	Service is valued by community but it is not focused on meeting an identified social / community need	
<b>Ability to charge fees and raise revenue</b>	Limited or no ability to raise revenue	Some ability to raise revenue and charge fees which may be varied to reflect ability of clients to pay	Has ability to charge fees and raise revenue	Operate on a profit basis	
<b>Diversity, Access, Inclusion and Equity</b>	Actively promotes inclusiveness to all members of the community, including females, people with disability, people from culturally and linguistically diverse background, and the LGBTIQ+ community	The majority of activities and services promote and encourage greater participation by the City's diverse community.	Activities and services encourage limited inclusiveness to members of the community however, organisation is progressing towards increasing level of diversity.	Activities and services do not integrate or encourage the inclusiveness of all members of the community. Organisation will progress towards increasing level of diversity.	
<b>Link to Strategic Community Plan</b>	Integrates directly into the Strategic Community Plan	Services provided do not integrate into the current Strategic Community Plan but do provide significant benefits to the community which are considered to reduce the burden on the City's budget	Services provided do not integrate into the Strategic Community Plan but do provide significant benefits to the community	Little or no direct or integrated targets within the Strategic Community Plan	
<b>Total Score</b>	0				
<b>Subsidy</b>	0%				

Points of Range	25 - 32	16 - 24	9 - 15	8 points & below
Range of Subsidy	35 - 50%	25 - 34%	6 - 25%	0%