

MORNINGTON PENINSULA SHIRE MAYORAL EMERGENCY FUND

THE FUND

The Mornington Peninsula Shire Mayoral Emergency Fund was established in November 2001 with the surplus of funds raised at the 2001 Mayoral Charity Ball. The fund was established to provide once-off emergency assistance to individuals and families on the Mornington Peninsula in a time of crisis. It is envisaged that funding will be in the order of \$500 per application with discretion to increase the amount rating with the evaluation panel.

An evaluation panel comprising the Mayor, Manager Governance and Corporate Support and Director Sustainable Communities will assess applications and a majority approval must be obtained prior to funds being allocated. Unsuccessful applicants will be advised of, and encouraged to apply for, other potential sources of funding within the Shire.

Due to the urgency and nature of requests, every endeavour will be made to make a decision within five working days of receiving a request.

Cheques from the fund will be processed via cheque request vouchers and form part of the Shire's normal financial processes and procedures.

THE FOLLOWING CRITERIA WILL APPLY IN DETERMINING REQUESTS

Applications for Emergency Assistance

Applications must be made in writing, but may be submitted by a person acting on behalf of the family or individual.

Use of Funds

The fund aims to assist applicants in times of crisis, such as that brought on by a house fire, flooding or major sickness or accidents. Funds must be used expressly for the immediate benefit of the individual family. Generally, items such as food, clothing, temporary accommodation and other items which contribute to the physical or emotional welfare of the applicant would be considered appropriate. Medical expenses and other costs will generally not be funded.

Resident of the Mornington Peninsula Shire

The individual or family must be living within the Mornington Peninsula Shire boundaries at the time of application. Funding will not normally be considered where the applicant was a temporary resident such as on holiday or in transition to another area.

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THE FOLLOWING CRITERIA WILL APPLY IN DETERMINING REQUESTS (CONT'D)

Financial Capacity

To assist in assessing an application, brief details of the individual's or family's financial capacity must be provided.

Welfare Impact

In assessing a request for emergency assistance, consideration should be given as to the impact any payment may have on the individual's entitlement to existing or alternative welfare payments.

Alternative Availability for Support

In assessing an application, the availability of immediate support to the individual or family by other agencies, welfare organisations or immediate family should be considered.

Demonstrated Need

The application submitted must demonstrate the urgency of the need for access to immediate funds.