

Funding Acknowledgement Guidelines

Southern Grampians Shire Council

As a condition of funding you are required to acknowledge Council's support. The following guidelines have been developed to help you do this.

Printed and verbal acknowledgement

Southern Grampians Shire Council's funding support must be acknowledged in published or printed materials, speeches, videos or other forms of presentations.

Southern Grampians Shire Council's funding support and key messages about the funding program (if there are any) should be acknowledged:

- In speeches and presentations about the service or project activity
- In media releases
- On documents, publications, reports, brochures, posters, flyers etc.
- On websites or other digital communications.

Logo acknowledgement for publishing, printing and signage

Council's logo must appear in all published or printed materials or signage associated with the funded activity.

Logos available for use are featured below.



Coloured logo



Reverse (white) logo



Black logo

- The coloured logo must only be used on white backgrounds.
- The reverse (white) logo must be used on coloured backgrounds.
- The black logo may only be used on black and white publications.

Please do not stretch, skew or warp the logo or impact the integrity of the logo in any way.

A copy of Council's logos can be attained by scanning this QR code:



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Written Acknowledgement

Please acknowledge Southern Grampians Shire Council's funding support in published or printed materials by using one of the following statements:

- The [Name of Program/Project/Activity] was/were/are/were supported by Southern Grampians Shire Council's Community Partnership Grants Program.
- The [Name of Organisation/Group] acknowledges the support of Southern Grampians Shire Council's Community Partnership Grants Program.

Please note, you must acknowledge Southern Grampians Shire Council, not the individual staff member or Council department.

Council signage at events

Council's signs or banners must be displayed at all openings, launches and events supported by or associated with funding support.

Council signs and banners can be borrowed from Council. Your organisation is responsible for organising their collection, display and prompt return. If you are aware of any upcoming openings, launches or events where the Council's sign or banner should be displayed, you should contact Council on 5573 0444.

Exemptions and Variations

In some instances, the application of some guidelines may not be appropriate. In such cases reasonable variations or exemptions can be acceptable.

An example of an instance where such variations or exemptions may be required include where the size of a document (e.g. a wallet info card or DL flyer) contains insufficient room to include a Council logo.

Acquittal

As part of your grant conditions you are required to demonstrate how council was acknowledged for the funding in your acquittal.

Contact Us

If you would like to discuss acknowledgement details or logo usage, please reach out to the Communications and Engagement Team at council@sthgrampians.vic.gov.au or **5573 0444**.