

COMMUNITY GRANTS SCHEME

2023 / 2024

APPLICATION FORM

APPLICATIONS CLOSE: 12 noon Wednesday 11th October 2023



To be successful in your application it is essential that you have read and understood the community grants scheme application guidelines.

I have read and understood the Application Guidelines: YES / NO

Does your organisation qualify:

Is your organisation not for profit? YES / NO

Is your organisation based within the geographical area of the Barunga West Council? YES / NO

How is your organisation legally constituted?

Incorporation Association Number:
(Please attach your Certificate of Registration, Incorporation or equivalent documentation)

Do you have current Public Liability Insurance of \$10 million or greater?
(Please attach your insurance certificate of currency) YES / NO

Organisation Details:

Name of Organisation:

Address:

Contact Person:

Position:

Home Phone:

Mobile Phone:

Email:

About your organisation and organisation objectives:

Number or members:

Has your organisation received Community Grant Funding in any of the last three financial years?
YES / NO

If YES, for which financial years have you received funding?

Purpose of grant 22-23

Amount received \$

Purpose of grant 21-22

Amount received \$

Purpose of grant 20-21

Amount received \$

Project or Activity Details:

Which goal & strategy does your project link to the Barunga West Council Strategic Management Plan?

Project / Activity description:

How will the project benefit the community?

How did you decide the project was needed?

If the project involved the construction of additional assets, how will you insure the asset in the future?

Proposed Project Start Date:

Proposed Project Completion Date:

Have you attached any other documentation supporting your application?

YES / NO

Project Locations:

Project / Activity Location(s)

Assessment number (if applicable)	Address	Suburb	Council or Crown land? (Yes/No)

Council will assess the application against any existing agreements or specific land use and will notify you of the outcome

Project Budget:

Could your project proceed if only partial funding were received? YES / NO

How will you fund the project?

Is this project contingent on additional funding from other State / Australian Government funding programs? YES / NO

If YES, please provide details:

Does your project rely on recurrent funding from Council for its continuance? YES / NO

You must attach a copy of your organisation's last financial year financial statement:
Are the documents attached? YES / NO

Please attach any quotes, costings or similar documentation:

Does your organisation have surplus funds above what is required for the project? YES / NO

Please provide an explanation of why your organisation cannot self-fund the project:

Project Income:

Income item:	Income amount:
	\$
	\$
	\$
	\$
	\$
	\$
Council Grant Requested:	
\$	
TOTAL PROJECT INCOME (must equal expenditure)	
\$	

Project Expenses:

Expense item:	Expense amount:
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL PROJECT EXPENITURE (must equal income)	
\$	

If your organisation IS registered for GST – DO NOT add GST to any amounts in your budget
 If your organisation IS NOT registered for GST – include ALL GST on expenditure items

Please provide any additional comments regarding information we should know about your project:

Certification by Applicant:

I certify that I have been authorised to prepare and submit this application on behalf of the organisation and that the information contained is a true and correct record to the best of my knowledge. On behalf of the organisation I agree that this application has been made in accordance with the eligibility criteria and the conditions of funding and the following conditions:

- To provide the Barunga West Council with all required documentation once the project is complete and prior to 31st May 2024 for payment of the grant to applicant organisation.
- That the funds applied for in this application will be expended as outlined and in accordance with this grant application.
- To notify the Barunga West Council if funding is gained from another source for this project.
- To acknowledge the Barunga West Council as a sponsor of the project / activity in any publication or promotion.
- When required, the project will comply with all relevant building codes, standards and legislation.
- To comply with any additional conditions of funding that the Barunga West Council may apply to this application.

Failure to comply with these conditions may preclude our organisation from support in the future.

- I agree to the above certification YES / NO

Consent to use Council Controlled Land:

Is the proposed project permitted under any existing agreements? YES / NO
If YES, please provide details:

Will this project change the purpose intended for the land? YES / NO
If YES, please provide details:

As the land owner, are there any requirements or conditions Council need to apply to the project?
YES / NO

If YES, please provide details:

As land owner, we give in principle consent for the project? YES / NO

Development Assessment:

Does the project require development application approval? YES / NO

If YES, has a discussion been had with development staff and an application lodged? YES / NO

Are there any conditions or requirements that should be applied to the application if it is successful?
YES / NO

Please specify:

Final Administration Review:

Final Review Notes:

Authorised Signature of Applicant/s:

Name:

Signature:

Position in Organisation:

Date: