



Shire of Shark Bay Community Grants

APPLICATION FORM

Round 1 2019 - 2020

Closing date for submissions is **Friday 4th October 2019, 4pm.**
Late submissions will not be considered.

Please complete all questions and return the signed application form to The Shire of Shark Bay within the timeframe mentioned above.

Applications to be addressed to:

Chief Executive Officer
Shire of Shark Bay
PO Box 126
Denham WA 6537

Applications can be delivered:

Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Or

Email:

cdo@sharkbay.wa.gov.au

For further information, contact the Community Development Officer on 9948 1218 or cdo@sharkbay.wa.gov.au should you require clarification or assistance.

Please Note: Wherever possible, all applicants are required to spend the grant funds with local Shark Bay businesses

PART 1 – ORGANISATION DETAILS

Organisation Name _____

Postal Address _____

Contact Person _____

Position/Title _____

Telephone (Home) _____ (Mobile) _____

E-mail _____

What is the purpose of the organisation?

How many years has your organisation been in operation? _____

How many members does your organisation have? _____

Association Constitution: to be eligible for this grant, applicants are to provide the Shire with a current copy of the Club or Association's Constitution.

Copy enclosed

Copy previously provided

Which of the following best describes the organisation's legal status?

- | | YES | NO |
|--|--------------------------|--------------------------|
| • Incorporated | <input type="checkbox"/> | <input type="checkbox"/> |
| • GST Registered | <input type="checkbox"/> | <input type="checkbox"/> |
| • Australian Business Number (ABN) _____ | | |

APPLICATION SUMMARY

Project title: _____

Date(s) project will take place: _____

Total Project funds requested \$.....

Please Note: If your organisation is not registered for GST, please ensure you request the whole amount inclusive of GST.

PART 2 – PREVIOUS FUNDING DETAILS

Has the organisation previously received funding from the Shire of Shark Bay?

YES NO

If yes, how much and when was the funding received. \$_____

Date/Year funding was received: _____

Has your organisation acquitted all previous Shire of Shark Bay funding?

YES NO

If no, please outline why?

Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.

PART 3 – PROJECT DETAILS

What is the funding to be used for?

- To use towards leveraging a grant from a State or Federal agency.
- Purchasing goods and services such as sporting equipment or materials, or engaging a professional for the purpose of instruction?
- Infrastructure such as significant construction or improvement of facilities? Please include Planning Approvals from the Shire.
- Funding for a specific event or program: Details of projected number of visitors to town?
- In-kind assistance (venue hire, bus hire) separate request letter to the CEO

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2016-2031? (www.sharkbay.wa.gov.au/council/other-council-information/public-documents)

- ECONOMIC** Sustainable growth and progress
- ENVIRONMENT** Protecting our precious natural environment and retaining our Life style values and community spirit
- SOCIAL** A safe and welcoming community where everyone is valued and as the opportunity to contribute and belong

Please Note: Council's contribution must be acknowledged in all publications and advertising, and during any event. Please contact the Shire Administration for the use of the Shire logo.

PART 4 – PROJECT DETAILS

How will Shark Bay community benefit from the project?

How many people will participate and/or be involved in this project? _____

Will the project be free of charge for community members to participate and/or be involved?

YES **NO**

If NO, how much will the participant be charged? \$_____

What is the projected number of visitors to town? _____

Please list other organisations involved in this project, and how they are involved?

Name of Organisation	Project Involvement	Other contribution

Please show evidence that your organisation has attempted to obtain or raise funds from alternative sources/activities (**essential criteria**)

Agency Name	Funds Secured	Funds Raised	In-Kind Value

How has your organisation assessed that this project will benefit the Shark Bay community?

Please include an outline of proposed purchases through Shark Bay businesses?

Provide a list of the equipment/assets your Association is seeking funds for that could be used by other community groups in the future. This list can be made available through the Community Development Office.

EQUIPMENT	COMMUNITY USE	PROPOSED LOCATION
<i>e.g. Portable printer</i>	√ <i>Please tick for yes</i>	<i>e.g. Community Hall</i>

PART 5 – PROJECT BUDGET

Please provide a budget of how the funds are to be spent and where (if any) additional funds are coming from.

INCOME

GRANT AGENCY	GRANT AMOUNT	ORGANISATION CONTRIBUTION	IN-KIND VALUE (see below)
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
TOTAL CASH INCOME	\$	\$	

In-Kind Value: Number of volunteers x hours worked directly on Project x \$20 per hour and/or Local Business sponsorship value

EXPENDITURE

ITEM	COST	LOCAL SPEND	EXTERNAL SPEND
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
TOTAL			

PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's current Audited Financial Statement
- Please attach quotations
- Please attach letters of support (minimum of 2)

PART 7 – DECLARATION

I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Grants guidelines.

NAME

SIGNATURE

POSITION IN ORGANISATION

DATE
