

COMMUNITY GRANT APPLICATION

Applications for assistance should be completed by an authorised officer of the Club or Organisation and be lodged at the Shire.

1. APPLICANT DETAILS

Name of club/organisation	
Contact	Office held
Address	
Telephone	

2. BRIEF DESCRIPTION OF PROJECT

3. SITE DETAILS

1	Location
2	Area (size)
3	Ownership
4	Any unusual features (e.g. special earthworks because of slope etc.)

4. FUTURE IMPROVEMENTS

Indicate further improvements being considered by your group

5. CURRENT MEMBERSHIP

MALE: Senior Junior
FEMALE Senior Junior

6. USAGE

6.1 Indicate the expected usage of the facility

6.2 Outline proposed arrangements to make facility available to members and others

7. NEED

Give a summary of the need for such a facility

8. MANAGEMENT

8.1 Has a committee been appointed to manage the facility? YES NO

If **YES**, please give details of the following

a) composition of the committee

b) powers of the committee

8.2 How does the Organisation propose to meet operating & maintenance costs?

9. WORK SCHEDULE

9.1 When do you expect the work to commence?

9.2 When do you expect the work to be completed?

10. FINANCE

10.1 Budget

a) Total cost estimate (including escalation)			\$	_____
b) Cash contribution by group	\$	_____		
Work contribution by group	\$	_____		
c) Contribution by others	\$	_____	TOTAL	\$ _____
Request from Council				\$ _____

10.2 How was this cost established? List the components and give details of tenders, quotes or estimates and attach verifying documents.

11. FINANCIAL REPORT

The latest available financial statement, including details of annual income and expenditure, assets and liabilities must be attached to the application.

12. CONDITIONS PERTINENT TO APPLICATIONS

- a. Applications must be received at the Shire Office prior to the advertised closing date
- b. Expenditure to be on capital improvements ONLY
- c. Grants will only be approved for future projects/purchases and will not be approved for projects/purchases carried out prior to date of application to Council for financial assistance
- d. All Community Grants are approved on the basis of discretionary contribution from the Council on the nett cost of the project after deducting Grants, subsidies or donations from any other source
- e. Voluntary labour content will be considered at the discretion of the Council
- f. All applications are subject to individual assessment by the Council
- g. Payment of Community Grants will only be made upon receipt of invoices and statements

13. DECLARATION

I hereby certify that we have been authorised by the (Organisation)

to prepare and submit this application.

The information contained herein is to the best of our knowledge true and correct.

PRESIDENT

SECRETARY

DATE