



Coomalie Community Government Council

Community Grants 2018-19

GENERAL

Competitive Grants are available for Community Groups based in the Council area in the following areas:

- Operational costs
- Renewal and Improvement Projects
- Events

The total pool this year was determined by Council when it considered the 2018/19 Budget. Council has allocated \$8000 for each of the last three years. The maximum grant available is \$5000. However applicants should recognise that the Council has generally limited grants to \$1500 to allow the funds to be spread across the community.

All grants must be acquitted by 30 June 2019.

Council may award an alternative amount then the amount requested. This will be subject to the Community Group making up any shortfall.

Grants will be paid after evidence has been supplied that the project or project component has been completed.

Applications must make reference to the appropriate goal, objective or action within the Council Shire Plan.

Unincorporated groups may need to be sponsored by an auspicing body such as an incorporated body. However Council will consider projects from groups of residents interested in a community project. In this case the Auspicing body will be the CCGC. Council reserves the right not to auspice any project.

EXAMPLES:

Operational	Payment of Utility costs
Project Costs	Reroof a shed or restore a garden
Events	Hire of a stage

INSTRUCTIONS

All applicants must fill out the:

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and either **CATEGORY 1, Category 2, Category 3.**

CLOSING TIME

Close 4 pm Friday 6th July 2018.

GROUP OR ORGANISATION

Tell us about your group or organisation and provide contact details

Group / Organisation Name			
Postal Address		Town	
Incorporated	Yes/ No		
If No Auspicing Body			
GST registered	Yes/No		
Business Plan	Yes/No (if yes please attach)		
Insurance	Outline any current insurance held		
Contact Name			
Telephone		Mobile	
Email			

GRANT APPLICATION INFORMATION

1. Applicants must choose only one category and complete fully.
2. Applicants must demonstrate that their application addresses one or more of the goals listed in the Community Strategic Plan.
3. Applicants should demonstrate that their application addresses one or more of the goals listed in their business plan, if appropriate.

DECLARATION	
This declaration must be signed by a person authorised by the group/organisation to sign.	
<ul style="list-style-type: none">• I certify that the information is complete and correct.	
<ul style="list-style-type: none">• The organisation will comply with appropriate safety standards and provide appropriate insurance.	
<ul style="list-style-type: none">• I understand that Council does not accept any liability for the proposal within this application.	
<ul style="list-style-type: none">• I agree that all grant funds will be used for the purpose outlined in this declaration.	
Name	
Position	
Signature	

CHOOSE ONE CATEGORY AND COMPLETE APPLICATION RELEVANT TO THE CATEGORY.

CATEGORY 1. OPERATIONAL COSTS

Council will consider requests for a grant to cover the operational cost of an organisation.

Groups should not expect grants for operational costs to be ongoing. They should be considered only as start up grants or grants to cover unforeseen costs or increases.

Applicants will be required to demonstrate how the future ongoing costs will be covered. Council expects that groups or organisations will implement strategies to minimise operational costs or to find alternative means to cover the costs.

GRANT	
Grant Requested.	\$

Why do you need this grant for operational purposes?

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CURRENT OPERATIONAL COSTS			
Current Estimated Operational Costs			
	Utilities	Electricity	\$
		Sewerage	\$
		Water	\$
	Phone	Fixed	\$
		Mobile	\$
		Data, IT	\$
	Council	Rates	\$
		Garbage	\$
	Administration	Secretarial/accounting	\$
		Insurance	\$
		Rent	\$
		Fees and licences	\$
	Maintenance	Annual recurring	\$
		Once Off	\$
	Other		
	TOTAL		\$

Do you have a budget for this year's operations? YES/NO

If yes please provide a copy

Do you have financial statements from previous years? YES/NO

If yes please provide a copy.

Please Note that Council does not usually provide ongoing grants to cover operational costs.

ACTIONS TO REDUCE OPERATIONAL COST

Explain how you intend to reduce the operational costs or increase revenue to cover the costs?

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RELEVANCE TO THE COUNCILS STRATEGIC PLAN AND ANNUAL SHIRE PLAN.	
The project relates to the following goals, objectives or Actions in the Strategic/Annual plan.	
1.	
2.	
3.	

CHOOSE ONE CATEGORY AND COMPLETE APPLICATION RELEVANT TO THE CATEGORY.

CATEGORY 2. PROJECTS

Council will consider requests for a grant to cover all or part of a renewal /improvement project. The project needs to be demonstrated in the Council’s Strategic Plan and Annual Shire Plan.

Council may decide to provide the full grant request or only part of a request.

GRANT REQUESTED	
Grant Requested.	\$

PROJECT DETAILS
Outline the details of the renewal or improvement project.

If available attach copies of, scope of works or plans.

APPROVAL OF OWNER		
	Street address	Town
The project is located at :		
The owner/trustee of the land is:		
Address		
Approval has been obtained for the project from the owner/trustee	Yes/No	If yes, attach copy of approval

PROJECT BUDGET		
OWN SOURCE FUNDS		
		\$
		\$
		\$
		\$
Inkind	Volunteer labour @\$25.00 per Hour	\$
Grant request		\$

TOTAL		\$
COSTS		
Fees, approvals, plans		\$
Administration, safety		\$
Materials and product costs		\$
Construction and installation		\$
Commissioning		\$
Cleanup		\$
Other		\$
TOTAL		\$

Costs should match own source funds.

If available provide copy of full budget or quotes for the project.

Can project proceed if full grant request is not received? YES/NO

If yes explain how you intend to make up the shortfall?

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Will there be any ongoing operational, maintenance and repair costs. YES/NO

If yes explain how these will be funded?

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What is the expected useful life of the Project?

What happens at the end of the project's useful life?

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RELEVANCE TO THE COUNCILS STRATEGIC PLAN AND ANNUAL SHIRE PLAN.	
The project relates to the following goals, objectives or actions in the Strategic/annual plan.	
1.	
2.	
3.	

CHOOSE ONE CATEGORY AND COMPLETE APPLICATION RELEVANT TO THE CATEGORY.

CATEGORY 3. EVENTS

Council will consider requests for a grant to cover all or part of a specific element of an event such as hire costs of a marquee or sound system.

The Council may decide to provide the full grant request or only part of a request.

GRANT REQUESTED	
Grant Requested.	\$

EVENT DETAILS			
EVENT NAME			
LOCATION			
DATE		TIME	
EXPECTED NUMBERS			
Outline the details of the Event.			

APPROVAL OF OWNER		
	Street address	Town
The event is located at :		
The owner/trustee of the land is:		
Address		
Approval has been obtained for the project from the owner/trustee	Yes/No	If yes, attach copy of approval

EVENT BUDGET		
OWN SOURCE FUNDS		
		\$
		\$
		\$
		\$
Inkind	Volunteer labour @\$25.00 per Hour	\$
Grant request		\$
TOTAL		\$
COSTS		
Fees, approvals, plans		\$
Administration, safety		\$
Hire costs.		\$
Performers costs.		\$
Running costs		\$
Cleanup		\$
Other		\$
TOTAL		\$

Costs should match own source funds.

If available provide copy of full budget for the event.

Can the event proceed if full grant request is not received? YES/NO

If yes explain how you intend to make up the shortfall?

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Is this an ongoing event. YES/NO

If yes outline the results of the past event review after the event.

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RELEVANCE TO THE COUNCILS STRATEGIC PLAN AND ANNUAL SHIRE PLAN.	
The event relates to the following goals, objectives or actions in the Strategic/annual plan.	
1.	
2.	
3.	