

Wingecarribee Community Assistance Scheme 2022 / 2023

Form Preview

Applicant Details

* indicates a required field

Organisation Details

Applications will be accepted from legally constituted, non-profit community groups or organisations. Unincorporated organisations may apply for a donation or a grant if the application is auspiced by a legally constituted non-profit entity which would receive the funding on its behalf and be responsible to ensure funds are used as specified in the funding agreement.

Organisation Name *

Are you a Wingecarribee Shire Council Section 355 Committee? *

- ☐ Yes
☐ No

Are you an unincorporated organisation or group? *

- ☐ Yes
☐ No

If yes, the auspicing organisation information must be completed

Applicant ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Application Contact Details

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Name *

Title

First Name

Last Name

Person who will be responsible for administering the project

Contact Position

Primary Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Primary Phone Number *

Must be an Australian phone number.

Other Phone Number

Must be an Australian phone number.

Primary Website

Must be a URL.

Primary Email *

Must be an email address.

Auspecting Organisation

If you are an unincorporated group you must nominate a legally constituted body to auspice your application and administer your funds. Please complete the information below and the Auspecting Organisation Declaration at the end of the application.

Organisation Name *

Name *

Title

First Name

Last Name

Auspecting organisation contact name

Contact Position *

Primary Phone Number *

Must be an Australian phone number.

Primary Email *

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Must be an email address.

Auspice Primary Address

Address

Auspice ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
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ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Organisation Details

* indicates a required field

Please provide a brief description of your organisation, its purpose and community objectives *

Executive Positions

President

Title

First Name

Last Name

Secretary

Title

First Name

Last Name

Treasurer

Title

First Name

Last Name

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Project Essential Details

* indicates a required field

Project Category

Which category best describes your project?

*

- ☐ Arts & Culture
☐ Community Development
☐ Sport & Recreation

Donation or Grant

Are you applying for a donation? (up to \$600) *

- ☐ Yes
☐ No

If Yes, Complete section 2 and 3 on this page and the checklist and certification on pages 6 and 7

Are you applying for a Grant? (up to \$7,000) *

- ☐ Yes
☐ No

If Yes, All sections must be completed

Are you applying for a Environment and Sustainability grant? (up to \$2000) *

- ☐ Yes
☐ No

Project Essential Details

Project Title *

Short project description *

Provide a short description (100-200 words recommended) of your project - what are you planning to achieve and how?

Start *

Must be a date and between 1/7/2024 and 30/6/2025.

End Date *

Must be a date and between 1/7/2024 and 30/6/2025.

Total Amount Requested *

\$

Must be a dollar amount and no more than 7000.

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Must be a dollar amount, no more than \$7000

Project Expanded Details

* indicates a required field

Community Strategic Plan - Wingecarribee 2031+

The [Wingecarribee Community Strategic Plan - Wingecarribee 2031+](#) was developed by the community as a plan for the future of the Shire.

It represents the vision, aspirations, goals, priorities and challenges for our community.

Wingecarribee 2031+ has created an opportunity for Council and the Community to work together to deliver outcomes that benefit everyone.

The Community Strategic Plan is divided into five main themes with goals and strategies identified for each theme.

How does your project relate to a specific goal or strategy in the Community Strategic Plan? *

Must be between 20 and 50 words

Goal and/or strategy identification number *

As listed in the Community Strategic Plan - Wingecarribee 2031+

Details of Project

Why does this work need to be done? *

Describe the specific issue or need you want to address (200 words recommended)

What are the planned activities? *

Who will benefit from the project? *

What are the expected outcomes of the project? *

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How will you know if these outcomes have been achieved? *

Consents and Approvals

Location

Is approval required to undertake the project? *

- ☐ Yes
☐ No
☐ Unsure
☐ Don't know

What approvals/consent will be required for the project?

For Section 355 Committees or projects involving council land or facilities

Attach a file:

Applicant Financial Information

Attach a copy of your organisations latest audited financial statements or where not subject to audit requirements, a signed statement of income and expenditure for the previous financial year

Attach a file:

Additional Information

Please attach any further information that may be required to support your application

Plans, specifications or supporting documents

Attach a file:

Project Budget Details

Budget

Income	\$	Expenditure	\$	Quotes/ estimates
	\$		\$	

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	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	

Sources of Project Funding

Your organisations financial contribution to the project

\$

Total source of other financial contributions to project

List any other grant applications submitted or funding received towards this project

Value of other financial contributions

\$

In Kind contributions to the project

Please list i.e. office space, equipment, volunteers

Must be a dollar value

\$

Include cost of all In Kind contributions. A \$ value can be used for volunteer hours - \$36 x number of hours.

Total Project Cost

\$

What is the total budgeted cost (dollars) of your project?

Project Breakdown

If Council is unable to provide the full amount of funding for your project part funding will be considered.

Please identify your priorities for funding and the amount of funding required to complete a component of your project.

Priority 1

Funding Request

\$

Priority 2

Funding Request

\$

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Priority 3

Funding Request

Checklist for Applicants

* indicates a required field

All Applicants - Donations and Grants

Have you read the guidelines? *

Have you checked if your application is eligible? *

Has the Application Form been fully completed? *

Applications for Grants

Have you reviewed the Community Strategic Plan - Wingecarribee 2031+ and linked your project to a goal or strategy? *

**Have you made enquiries to check if your project requires approval or consent?
Has this cost been considered in your project? ***

Have you provided written confirmation of support for this application from your Management Committee? *

For Council owned facilities

Have you attached plans, specifications or

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additional supporting documents if required? *

Have you attached your quotes? *

Have you provided your Financial Statements if required? *

Privacy Statement and Certification

*** indicates a required field**

Privacy Statement

Privacy Statement

The personal information that you provide to Council when making this application may be 'personal information' as defined in the Privacy and Personal Information Protection Act 1998 (Act). Personal information will be collected, stored and used in accordance with Council's privacy guidelines which are set out in Council's Privacy Management Plan and Guidelines available on Council's website.

By supplying the information, you agree to its use by the Community Assistance Scheme Committee to effectively evaluate the merit of your application. Under the Act, you can make application for access or amendment to your personal information held by Council and, in certain circumstances, you can request that Council does not include your personal information in disclosures to the public. Council is the agency that holds the information for the purposes of the Act.

Certification - All applicants to complete

I hereby certify that:

- I have the authority from a least two office bearers of my organisaion, one of whom is either the President or Treasurer to submit this application
- I have read and understood the Community Assistance Guidelines 2023 /2024
- I have reviewed the checklist
- I understand the Privacy Statement
- To the best of my knowledge the information provided in this application is true

Name *

Title

First Name

Last Name

Position *

Phone Number *

Certification - Auspicing Organisation

The organisation agrees to take responsibility for auspicing the donation or grant on behalf of the applicant.

Organisation Name *

Name *

Title

First Name

Last Name

Auspicing organisation contact name

Position *

Phone Number *