

You should read the Grant Guidelines before you apply.
Grants open November 1, 2021 and close June 30, 2022.

1. GENERAL INFORMATION

Community Organisation Details

Name	
Address of Facility	
Postal Address	
Email	

Project Overview

Project name	
Amount requested (up to \$50 000)	\$

Project Contact Details

Name	
Email	
Phone	
Position	

Details

ABN or Incorporation number	
If not incorporated, have you arranged an appropriate auspicing organisation?	☐ Yes ☐ No A letter will be required from the auspicing organisation
Are you registered for GST?	☐ Yes ☐ No If registered for GST, Council will add 10% of the value of the Grant
Does your organisation have any outstanding debts or overdue, unacquitted grants with Council?	☐ Yes ☐ No
Does your organisation own the building you wish to use the grant for?	☐ Yes ☐ No If No, include a letter of consent from the building or facility owner. (Not required if a council owned building)

2. PROJECT DETAILS

Project commencement date		Project completion date (must be completed and acquitted before March 31, 2023)	
----------------------------------	--	---	--

Project Details

How does the project support one or more of the Grant Program objectives? See *Grant Program Guidelines – Program Objectives*

Explain how your organisation will fund 50% of the project? (Evidence required e.g. bank statement, letter of support for labour, equipment hire, etc)

3. BUDGET

Budget Template

Please add or remove rows as needed. All amounts **should exclude GST**. In-kind items are to be listed, that is, items in the form of goods and services, rather than cash e.g. volunteer hours, use of equipment, etc. The budget should be comprehensive, realistic and provide value for money.

INCOME

Item	Description	Amount Cash Income \$	In-Kind Value \$
Amount required from Waratah-Wynyard Council			
	Total Income	\$	
	Total Event Income Cash + in-kind funding	\$	

EXPENDITURE – Project Cost

Item	Description (Note if item is an in-kind contribution e.g. volunteer hours, equipment hire)	Amount spent through this Grant (\$ ex GST)	Amount spent from your Organisation/ other sources (\$ ex GST)
	Total Expenditure		
	Total Event Expenditure Grant amount + other funding	\$	

PERMIT & COVID-19 REQUIREMENTS

Organisation and proposed activity must comply with all COVID-19 government and health requirements, advice, and guidelines. Please refer to the Tasmanian Government Coronavirus Disease (COVID-19) web sites for current advice <https://www.coronavirus.tas.gov.au/>

Awarding of grant funding does not imply that Waratah-Wynyard Council has given any other consent. Applicants should note that many activities require approvals and consent from Waratah-Wynyard Council, Tasmania Police, and/or other State Government agencies and that the organisations are wholly responsible for obtaining such approvals.

4. APPLICANT DECLARATION

I affirm that all the details in this application and attachments are true and correct to the best of my knowledge and that the application form has been submitted with the full knowledge and agreement of the applicant organisation.

I agree to ensure all necessary approvals/permits are obtained prior to the project proceeding.

I understand that Council, its servants, agents and employees shall not be responsible at any time for any liability incurred or entered into by the applicant as a result of or arising out of the applicant responsibilities under this agreement; and that it is the responsibility of the applicant to provide the appropriate insurance cover.

I consent to the release of project information in this application for promotional and evaluation purposes relevant to the Waratah-Wynyard Council.

5. SIGNED BY

Project Contact

Signature

Name

Position

Date:

President / CEO

Signature

Name

Position

Date:

6. APPLICATION CHECKLIST

Tick boxes to ensure that you have included all required information.

General

- ☐ All questions have been completed and the application form signed

Attachments (Not all may be applicable)

- ☐ A letter of consent from the building or facility owner, if you're not the owner. Not required if a Council owned building.
- ☐ A copy of your organisation's public liability insurance certificate or a written quotation for public liability insurance cover for \$20 million
- ☐ One quote from an appropriately licensed and accredited installer for the project? (further quotes may be required)
- ☐ A letter from your auspicing organisation
- ☐ Evidence of how your organisation will fund 50% of the grant

Applications CLOSE 5:00pm Thursday June 30, 2022

Please return the application to Waratah-Wynyard Council

Email: council@warwyn.tas.gov.au

Post:

Waratah-Wynyard Council
PO Box 168
WYNYARD TAS 7325

Deliver:

Council Office
21 Saunders Street, Wynyard

Personal Information Protection Statement

As required under the *Personal Information Protection Act 2004*

1. Personal information is managed in accordance with *Personal Information Protection Act 2004* and may be accessed by individual to whom it relates, on request to the Waratah-Wynyard Council.
2. Information can be used for other purposes permitted by the *Local Government Act 1993* and regulations made by or under the Act, and, if necessary, may be disclosed to other public sector bodies, agents or contractors of the Waratah-Wynyard Council, in accordance with our Personal Information Protection Policy.
3. Failure to provide this information may result in your application not being able to be accepted or processed.