



Community Event Sponsorship Fund Application Form Round 1 - 2019/20

Please refer to the guidelines and selection criteria when completing this form.

Any application that does not meet the General Eligibility Criteria will NOT be assessed under the Specific Assessment Criteria and will be deemed unsuccessful.

Event Name:

Organisation Name:

ABN:

Is your organisation an incorporated not for profit?

Yes No

Please provide the incorporation number and date of incorporation

Number:

Date:

Is your organisation a registered charity?

Yes No

Please provide ACN number

Number:

Date:

Partner Organisation(s): *(If there is a financial partner, the partner must provide a letter outlining their contribution and support of the project):*

Event Start Date:

Time:

Event End Date:

Time:

Location/s of proposed project:

Project Coordinator / Contact Person

Name:

Role:

Address:

Email: **Phone:**

Provide background information regarding your organisation including purpose/mission:

Does your organisation have any outstanding Bellingen Shire Council funding reports, acquittals or projects to be completed? Yes No

Please list reports, projects or acquittals to be completed: (If not applicable, please leave blank)

THE FOLLOWING SECTION REQUIRES SPECIFIC INFORMATION REGARDING THE EVENT
(Additional pages may be attached if required)

Event Description: (Please provide description in 100 words or less)

What are the event objectives?

What are the event outcomes?

Provide details of how you will monitor and measure the event's objectives and determine its success:

List and describe how this event aligns to Bellingen Shire Council's priorities as outlined in its 2027 Community Vision and/or other Council plans:

Outline the capacity to deliver the event through a well-organised and structured management committee:

Outline the target market for this event and what approach your organisation will take to attract them:

Outline any partnership arrangements including any cash or in-kind contributions. (If there is a financial partner, the partner must provide a letter outlining their contribution and support of the project):

How will this event enhance the profile of Bellingen Shire Council?

Is your organisation registered for GST? Yes No

BUDGET

If you are registered for GST, Council **will** pay the awarded grant amount plus GST. However, for processing purposes, the budget below should be GST exclusive.

Item (Event Costs)	Amount sought from the Fund	Funding from other sources including other contributions	Total Amount (GST Exclusive)
TOTAL EXPENDITURE			

Grant amount requested?	\$	
Private works amount requested?		Please list specific private works support requested and Council officers will cost this out into a dollar figure.

Will funding be sought from other sources? Yes No

If yes, please provide funding details in the table below

PROJECT FUNDING		
Source	Amount	Confirmed
Government grants		Yes <input type="checkbox"/> No <input type="checkbox"/>
Other grants		Yes <input type="checkbox"/> No <input type="checkbox"/>
Other Organisations/partners		Yes <input type="checkbox"/> No <input type="checkbox"/>
Private works funding (works provided by Council where no money is exchanged)		Yes <input type="checkbox"/> No <input type="checkbox"/>
Other [Please identify the value of other contributions and volunteer work, donations of equipment, etc.]		Yes <input type="checkbox"/> No <input type="checkbox"/>

Can the project proceed without funding from other sources?

Yes No

Are there any approvals required to complete the project? E.g. Development Application

Yes No

If yes, please list approvals and authorising agent. It is a requirement that pre-approvals are already in place or, at a minimum, a letter in-principle stating that approval will be given.

What opportunities are there for Bellingen Shire Council to be acknowledged as a sponsor/supporter of this event?

Signature of Authorised Delegate / CEO / Director:

Signature:

Date: