

Grant Application Form 2018 / 2019

Sport and Recreation Facilities Fund



This is Stage 1 of the grant process for Sport and Recreation Facilities funding in 2019/2020. The deadline is 25 September 2018 and late applications will not be accepted.

Applicants successful at the EOI stage will be invited to complete the next stage of the Grant Process.

Please confirm you have read the Community Partnership Fund – Sport and Recreation Facilities Guidelines by selecting the box <http://www.canning.wa.gov.au/>

Contact the Grants Officer on 1300 422 664 for further information and assistance.

Where did you hear about this grant opportunity?

1. Applicant details

Name of Club /Organisation/Applicant	Contact name	Position held
Operating address	Email	Phone
Postal address (if different from above)	GST registered? Yes No	ABN (if applicable)

2. Project details

Project name:	Amount requested:
	Total Project Cost:
Project start date	Project finish date

a) Outline the primary activity/ activities of your organisation

b) Total Number of Members	2016 or 2016 / 2017				2017 or 2017 / 2018				2018 or 2018 / 2019			
	Senior		<18		Senior		U/18		Senior		U/18	
	M	F	M	F	M	F	M	F	M	F	M	F

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Sport and Recreation Facilities Fund



c) What changes do you wish to make to the facility? Please be as descriptive as possible and provide any plans/ documentation which may support your application

d) Why do you think these changes are required? Include in your answer the following:

- Have you consulted with your members?
- How many people will benefit?
- How will these changes increase participation?
- Any research or consultation you've undertaken to develop this proposal.

Grant Application Form 2018 / 2019

Sport and Recreation Facilities Fund



e) Please list the organisations who will benefit from your proposal along with any benefit or impact for each organisation. Please outline any consultation undertaken to date with these organisations.

f) Is the need or part of the need that you have identified already been catered for? Please list any alternatives considered.

g) Please outline the assistance you require from the City of Canning in relation to your proposal e.g. assistance with the production of scope of work, design, costing, documentation, project management.

3. Sources of Funding			
City of Canning Request		\$	\$
Applicant's Funds		\$	\$
Other Sources - Please State:	Confirmed Y N	\$	\$
Other Sources - Please State:	Confirmed Y N	\$	\$
Other Sources - Please State:	Confirmed Y N	\$	\$
Total Funds (must equal Total Project Costs)		\$	\$

h) What processes do you have in place to manage the project and finances of this proposal?

4. Support Material

Please enclose copies of the following with applications:

A copy of your most recent bank accounts and latest financial statements

Quotes for items to be purchased with City of Canning funds (*Items costing \$250 or more each require 1 quote/ evidence of costs, items costing \$2,500 or more require two quotes*).

Evidence of permission, support and/or insurances

Plans or supporting documents

A letter of support from your State Association (where relevant)

Declaration

I hereby certify that I am authorised to prepare and submit this application

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

All appropriate persons to sign this form as per your organisation's constitution.

Name

Name

Signature (digital signatures accepted)

Signature (digital signatures accepted)

Position Held

Position Held

Date

Date

Application form submission (use any of the following methods to submit)

**EMAIL DIGITAL FORM
(preferred option)**

Complete form digitally **and save as *.pdf**

Attach supporting documents and email

customer@canning.wa.gov.au

PRINT, COMPLETE and MAIL

Complete form by hand. Attach supporting documents and mail to:

City of Canning Grants/ Sponsorship Officer

Locked Bag 80, Welshpool WA 6986