

# COMMUNITY FUNDING SCHEME

## CLUB SPONSORSHIP 2016/17

The Shire of Northam invites applications from community sport and recreation clubs to assist in the hosting of major club events or competitions that will bring additional benefits to the Shire of Northam community.

Funding will generally be limited to \$500 per club, unless determined otherwise by Council.

### ELIGIBILITY

Only sport/recreation clubs located within the Shire of Northam that are affiliated with a State Association are eligible to apply.

The event/competition must take place within the Shire of Northam and entries must be open to residents and non-residents.

Funding can be utilised for hosting and promotion of the event/competition or for prize/prize money where it encourages excellence in sport.

Consideration will not be given to the following:

- Retrospective funding
- Recurrent salaries or operational costs not directly associated with the funded event/project
- Equipment purchases
- Fundraising activities
- Clubs that have outstanding acquittals

### ASSESSMENT CRITERIA

Applications will be assessed against the following criteria:

- Significance of event at local/state/national level
- Additional benefits to the community (e.g. promotion of the region, attraction of competitors and spectators)
- Evidence of other support/funding
- Recognition of Shire of Northam support

### APPLICATION REQUIREMENTS

In order to be considered for funding applicants must provide the following by the advertised closing date:

- Completed and signed application form
- Copy of Public Liability Insurance
- Copy of certified organisational financial statements

## **APPLICATIONS CLOSE 4PM WEDNESDAY 15 APRIL 2016**

Applications can be submitted by mail, email or hand delivered:

**Shire of Northam**  
**395 Fitzgerald Street**  
**PO Box 613**  
**NORTHAM 6401**

[records@northam.wa.gov.au](mailto:records@northam.wa.gov.au)

## **QUESTIONS**

Enquiries regarding eligibility and the application process should be directed to:

Michelle Blackhurst  
Community Development Officer  
P 9622 6100  
E [cdo@northam.wa.gov.au](mailto:cdo@northam.wa.gov.au)

**SHIRE OF NORTHAM CLUB SPONSORSHIP  
2016/17 APPLICATION**

1. APPLICANT DETAILS			
Name of Applicant			
Contact Person			
Street Address			
Postal Address			
Phone / Mobile			
Email			
Is the applicant an incorporated organisation?	<input type="checkbox"/> NO	<input type="checkbox"/> YES (please attach copy of Certificate)	
ABN			
Is the organisation registered for GST?	<input type="checkbox"/> NO	<input type="checkbox"/> YES	
Does the applicant have Public Liability Insurance?	<input type="checkbox"/> NO	<input type="checkbox"/> YES (please attach a copy of Certificate)	
Applicant Bank Account Details	BSB	Account No.	Account Name



## 2. EVENT / COMPETITION DETAILS

Name of Event / Competition			
Commencement Date		Finish Date	
Is your Club affiliated with a State Association or Governing Body?	<input type="checkbox"/> NO <input type="checkbox"/> YES		
Name of State Association or Governing Body			
Event / Competition Description (provide attachments if applicable)			
What is the significance of this event at a local, state and national level?			
Anticipated competitor and spectator numbers			

## 3. SPONSORSHIP JUSTIFICATION

What will the Shire of Northam funds be used for? (please detail)	
How will the Shire of Northam community benefit from the event / competition?	

<p>How will you measure the success of the event?</p>	
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#### 4. ORGANISATIONAL CAPACITY & COLLABORATION

<p>Has the organisation hosted previous events (please detail)?</p>	
<p>What other sources of funding/support have been applied for and are they confirmed? (please provide details).</p>	
<p>How will the event / competition be promoted?</p>	
<p>How will the Shire of Northam's sponsorship be acknowledged?</p>	





## 7. CHECKLIST

Please check your application carefully and ensure all relevant information has been provided. Additional supporting documentation can be attached to the application, and provide comments if items on the checklist are not met.

Item	Yes	No	Comment
Have you completed all sections of the application form?			
Is a copy of Certificate of Incorporation attached?			
Is a copy of Public Liability Insurance attached?			
Is a copy of a certified recent Financial Statement attached?			
Has the application been endorsed by the Club's committee?			

## 8. DECLARATION

I hereby certify that I have been authorised to prepare and submit this application, and that the information herein is, to the best of my knowledge, true and correct.

Should financial assistance be provided by the Shire of Northam, the club agrees to the following conditions of funding:

1. The financial contribution from the Shire of Northam is not retrospective - funding will not be provided if the event/competition commences prior to Shire approval.
2. The financial assistance will be used only for the purposes for which it is granted, unless otherwise agreed in writing by the Shire of Northam.
3. Funding will be expended within twelve months of receipt of grant offer.
4. The Shire of Northam will be advised of any change in scope of the project and the Shire of Northam retains the right to refuse/reduce its level of financial assistance in that instance.
5. If special conditions are applied as a condition of funding, the applicant will be required to agree in writing to these conditions prior to the financial assistance being provided.
6. The applicant will acknowledge the Shire of Northam's support in all public communications relating to the event/competition, including signage, advertising and promotional materials in accordance with Shire requirements.
7. The applicant will provide a full acquittal of all funds, including project evaluation and evidentiary materials as required by the Shire of Northam within three months of the end of the grant term.
8. Unspent funds are to be returned to the Shire of Northam within 3 months of event/competition date/end of grant term.

<b>NAME</b>	
<b>POSITION HELD</b>	
<b>SIGNATURE</b>	
<b>DATE</b>	