



COMMUNITY FINANCIAL ASSISTANCE PROGRAM

Community Facilities or Community Events

Application Form

PART A	Must be completed by all applicants
PART B	To be completed by community groups applying for assistance for the construction, enhancement or maintenance of a community facility
PART C	To be completed by community groups applying for assistance with a community event or cultural activity

PART A THE APPLICANT

Name of Community Organisation:	
Legal status <i>(e.g. Incorporated Association. Council may request a copy of the constitution)</i>	
Applicant ABN:	
Postal Address:	
Contact Person:	Name:
	Position:
	Telephone:
	Email:

I the undersigned **HEREBY DECLARE** that the information provided in this application is complete and accurate.

Signature:	
Print name:	
Date:	

PART B PROJECTS INVOLVING THE CONSTRUCTION, ENHANCEMENT OR MAINTENANCE OF A COMMUNITY FACILITY

Community Facility:		
Who owns this facility?		
<p>Description of the project: <i>Attach a letter with more information if required.</i></p>		
<p>What are the aims of the project? <i>Attach a letter with more information if required.</i></p>		
<p>Total budget for the project: <i>Full details to be shown in schedule 1. Include in-kind voluntary labour. Attach quotes for external costs</i></p>	\$	
<p>Amount of financial assistance requested: <i>Must agree with amount stated in this application's budget in schedule 1. *** GST exclusive figures to be shown only if you are registered for GST.</i></p>	\$	
<p>Other organisations involved in the project (if any), including details of other funding sources: <i>Attach more information if required.</i></p>		
<p>Describe the broad community benefit expected from the project: <i>Attach a letter with more information if required</i></p>		
Project timetable:	Start date:	Finish date:

PART C COMMUNITY EVENTS OR CULTURAL ACTIVITIES

Community event or activity:	
<p>Other sources of funding: <i>eg ticket sales, sponsorships, stallholders or product sales. Indicate name of other funders and amounts</i></p>	
Is this a one-off or a recurrent event?	
<p>Total receipts and expenses expected for the event: <i>Full details to be shown in the schedule 2. Include in-kind voluntary labour.</i></p>	\$
<p>Amount of financial assistance requested: <i>Must agree with amount shown in schedule 2. *** GST exclusive figures to be shown only if you are registered for GST.</i></p>	\$
<p>What will the financial assistance be spent on? <i>eg purchasing of equipment, waiver of council fees etc. Please note: Operating costs and overheads are not funded under this program</i></p>	
<p>How will the event enhance social, environmental and/or economic aspects and development in the community? <i>May include benefits for the visitor economy in the Shire</i></p>	
Event date:	

SCHEDULE 1

(to be provided if **Part B** of this application is completed)

BUDGET FOR PROJECTS INVOLVING THE CONSTRUCTION, ENHANCEMENT OR MAINTENANCE OF A COMMUNITY FACILITY

*You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. **Please use GST exclusive figures if you are registered for GST.** You may submit your budget as a separate attachment if you prefer.*

Budgeted costs of the project <small>List cost items below. Attach separate page if necessary:</small>	
	\$
	\$
	\$
	\$
Total:	\$

These amounts
must agree

Confirmed funding sources <small>include cost of voluntary labour in kind</small>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Funding sought under this program:	\$
Total Funding:	\$

*Preference is given to projects seeking funding on a \$ for \$ basis. If you are purchasing equipment or are planning a capital improvement to your asset, **2 quotations** for the goods/ services must be attached to your application.*

SCHEDULE 2

(to be provided if **Part C** of this application is completed)

TOTAL ANTICIPATED RECEIPTS AND EXPENSES FOR COMMUNITY EVENT OR CULTURAL ACTIVITY

You should include estimates of the cash and in-kind contributions you are making to the event and any other income you are applying for/expecting to receive from other sources. Please use GST exclusive figures if you are registered for GST. You may submit your budget as a separate attachment if you prefer.

Anticipated receipts from the event:

exclude assistance sought from Council

	\$
	\$
	\$
	\$
	\$
	\$
Total Receipts:	\$

Budgeted expenses for the event:

	\$
	\$
	\$
	\$
	\$
Total expenses:	\$
Surplus or deficit before financial assistance	\$

TOTAL FUNDING SOUGHT UNDER THIS PROGRAM	\$
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CHECKLIST (This checklist will assist you with the application)

To ensure the application is complete, please check that all the attachments are included as follows:

For all applications

- A completed application form
- Part A – Applicants details
- Part B or Part C – Select one category only.
- Part B – Project details
- Schedule 1 (if part B of application is completed or Schedule 2 (if part C of the application is completed) – Budget
- For projects seeking funding greater than \$3,000 matching contribution(s) disclosed.
- The organisation's constitution showing its not-for-profit status. (If requested.)

For Capital Assistance Projects

- 2 quotations** must be included.

LODGEMENT OF APPLICATIONS

Applications should be lodged by either email to council@blayney.nsw.gov.au or via post to PO Box 62, Blayney NSW 2799.

To reduce the chance of your application being lost or missed, please ensure you send your application to the above addressing.