

## FINANCIAL ASSISTANCE PROGRAM Application Form

\*\*\*Round 1 Financial Assistance – Applications close 30 April each year\*\*\*

\*\*\*Round 2 Financial Assistance – Applications close 31 October each year\*\*\*

### SECTION 1: APPLICANT'S DETAILS – all applicants complete this section

The name of Your Project	
Name of the Organisation or person seeking financial assistance.	
Address	
Postal Address	
Name and position of the contact person	
Telephone, Fax and Email Address	Telephone: (bh)
	Fax:
	Mobile:
	Email:
What legal status does your organisation have? (e.g. Incorporated Association etc)	
Australian Business Number (ABN) *	
Australian Company Number (if applicable)	
General Description of your Organisation	
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state policy numbers. (Council may request a copy of certificates of currency.)	Please list policies, insurer and policy number.
What is the time frame of your project?	Start Date:  End Date:

- If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form.

#### AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:

\$

Must agree with amount stated in this application's budget in section 5 (amount EXCLUSIVE of GST)

## **SECTION 2: PROJECT / PROGRAM DESCRIPTION**

**PLEASE tick one of the following boxes**

### **RECURRENT FINANCIAL ASSISTANCE**

Lithgow Show, Lithgow Chamber of Commerce, Ironfest, Western Region Academy of Sport, White Ribbon Day, Lithgow Tidy Towns, Wallerawang Tidy Towns, Portland Tidy Towns, Cullen Bullen Tidy Towns, Portland Golf Club and Lithgow Information and Neighbourhood Centre Rental Assistance

**School Prize Giving**

### **NON-RECURRENT FINANCIAL ASSISTANCE**

**Local projects and activities with a demonstrated broad community benefit - Generally up to \$3,000 p.a.**

**Applications For Rate Reimbursements**  
General Land Rates only and available for non profit organisations only

**Waiver of Council fees and charges**

**Schools:** Local projects and activities of schools within Council's area where those projects demonstrate partnership with and benefit to the wider community.

**SPORTING FINANCIAL ASSISTANCE** – ALL applications under this category are referred to the Council's Sports Advisory Committee for their recommendation – note if more than one team member applies the financial assistance will be split between team members.

**Junior Regional Sporting representation** – up to \$100 p.a.

**Junior State Sporting representation** – up to \$300 p.a.

**Junior National Sporting representation** – up to \$500 p.a.

**SECTION 3: APPLICATION / PROJECT DETAILS – all applicants to complete (including representation/prize giving).**

**Briefly describe your request/project. If required, attach additional details.**

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**Is your project new? Select one**                      **YES**                      **NO**                      **N/A**  
If you answered no, please provide some information that illustrates the new part of an existing project that you are seeking funding for.

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**What are the aims of the request/project?**

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**How will your request/project assist members of the Community?**

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**Which of Council's vision statements does your project achieve?**

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**What outcomes and benefits will your project have for the community?**

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**Demonstrate how your project promotes community development and participation by connecting people, increased opportunity and building community capacity.**

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**What community consultation has confirmed the need for this program?**

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List the organisations actively involved in the project / program.

ORGANISATION	CONTACT PERSON	Contact telephone number



**TIP**

*You can submit supporting documentation with your application to show how other organisations support your project.*

**SECTION 4 : BUDGET – IMPORTANT – all applicants must complete this section.**

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. You may submit your budget as a separate attachment if you prefer.

<b>Proposed Income:</b>	<b>Amount</b>
<b>Proposed Expenses:</b>	<b>Amount</b>
<b>TOTAL COST OF PROJECT</b>	
<b>TOTAL COST OF FUNDING SOUGHT</b>	

50% ONLY of capital projects will be considered. Please indicate if you intend to match any funding applied for on a \$ for \$ basis. If you are purchasing equipment or are planning a capital improvement to your asset, 2 quotations for the goods/services need to be attached to your application.

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**SECTION 5: IMPLEMENTATION SCHEDULE**

Detail your plan for project development, implementation and project management.

KEY MILESTONE	TIME FRAME

**SECTION 6: DECLARATION – ALL applicants to complete this section.**

On behalf of:

(name of the organisation, if applicable)

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I declare that the information provided above is complete and correct.

Signed:

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Print Name:

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Position in organisation:

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Address:

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Contact telephone numbers:

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Email address:

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Date:

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