

Community Facility Fund Application Form

The Community Facility Fund aims to assist community and sporting groups in the Shire of Murray to obtain funding to upgrade, improve, extend or construct sport, recreation and community facilities. Applicants can request funding of up to one third of the total project cost and is limited to a maximum of **\$50,000 (ex GST)**.

The Shire of Murray supports projects that focus on developing one or more of the following areas:

- Identified need within the community
- Multi-purpose facilities
- Rationalisation of existing facilities
- Cost savings and/or sustainability initiatives
- Contribute towards increased membership or community participation

Funding will not be provided for:

- Any works that have been conducted retrospectively
- Development on private land or for private purposes
- Recurrent/maintenance or operational works
- If ongoing funding will be required from the Shire of Murray to sustain the project
- Organisations that have received sponsorship in the past and have not satisfactorily acquitted that grant.

Applications are invited once a year for Council consideration in the forthcoming year's budget allocation.

The closing date for applications for the funding year of 2012/2013 is 31 March 2012.

You can discuss your project with the Recreation and Community Development Team at the Shire of Murray before submitting your application. The Shire of Murray may request further information or an interview with the applicant to further understand the proposed project.

Community Facility Fund Application Form

1. Applicant Details

Organisation Name _____

Postal Address _____

Suburb _____ State _____ Postcode _____

Street Address _____

Suburb _____ State _____ Postcode _____

2. Organisation Details

Is your organisation not for profit? Yes _____ No _____

Is your group/organisation incorporated? Yes _____ No _____

(please attach certificate of incorporation)

or

Is your group auspiced by an incorporated organisation? Yes _____ No _____

(If you answered No to any of the questions in section 2 please contact the Shire of Murray Recreation and Community Development Team on 9531 7777 before you continue with this application.)

Does your organisation have an ABN? Yes _____ No _____

ABN Number: _____

Is your organisations registered for GST Yes _____ No _____

Name of Organisation's President: _____

Telephone: _____

Email: _____

Preferred Contact Person

(all correspondence will be directed to this person in relation to this application)

Name: _____

Position held: _____

Telephone: _____

Email: _____

Briefly describe the primary activities that are undertaken by your group/organisation:

Community Facility Fund Application Form

Please indicate the current membership and/or volunteer numbers in your group/organisation:

What is the State Sporting Association or governing body for your activity/sport?

Have you discussed this project with this organisation? Yes _____ No _____

Contact Name: _____ Date of contact: _____

3. Project Details

Provide a brief description of the Project: _____

Does this project relate to a new or existing facility? _____

Will there be any sustainability initiatives implemented as part of this project (eg water saving, energy reduction, other)? _____

How did you establish a need for your project? *(Please provide evidence eg minutes, planning document etc)* _____

Community Facility Fund Application Form

How will your project increase physical activity, health and well being in the community?

Do you currently share your facility with other groups? Yes _____ No _____

If so, who? _____

If you were successful in receiving the requested funding, would you share your facility with other groups? Yes _____ No _____

If so, who? _____

4. Project Location

Location of project: _____

Who owns the land on which the project/facility will be located? _____

Does your group lease this land? Yes _____ No _____

Lease expiry date (if applicable) _____

Is planning approval required? Yes _____ No _____

Have you applied? Yes _____ No _____

Please give details _____

Is a Development Application required? Yes _____ No _____

Have you applied? Yes _____ No _____

Please give details _____

Are other approvals required eg heritage, environmental, indigenous etc

Please give details _____

Community Facility Fund Application Form

5. Project Time frame

Please indicate a timeframe for this project

Task/Activity	Date
Council approvals	
Preparation of tender/quotes	
Issuing of tender	
Site works commence	
Construction starts	
Project 50% complete	
Project completed	
Handover – final inspection	
Project Acquittal	

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

Community Facility Fund Application Form

6. Project Budget

Please provide an outline of the proposed budget for the project. Identify all streams of income (cash and in kind) and the expenditure required to undertake the project.

(Please quote all figures excluding GST)

Income:

Source of funding	Source	\$ amount (ex GST)	Funding confirmed Y / N *
Shire of Murray	Community Facility Fund		
Applicant cash contribution			
Donated materials (cannot exceed applicant cash contribution)			
State or Federal grants			
Other grants			
Other funding			
Total Project funding			

*** Attach letters/statements etc to support evidence of funding confirmed from your group or approved funding from other sources**

Community Facility Fund Application Form

Expenditure:

Expenses	Details	Amount \$ (ex GST)	Quote used (name of company)
<i>Eg Paving</i>	<i>Supply and delivery of pavers</i>	<i>\$950</i>	<i>ABC Bricks and Pavers</i>
	<i>Labour to lay paving</i>	<i>\$1500</i>	
TOTAL			

****A minimum of two written quotes is required for each component over \$2,000**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

7. Required Acknowledgement

How will the Shire of Murray's contribution to this project be acknowledged?

Community Facility Fund Application Form

8. Organisation's Certification

This application must be signed by a person with authorised delegation of the organisation being the President, CEO or similar position.

I certify that the information supplied is to the best of my knowledge, true and correct.

Name: _____

Position: _____

Signature: _____

Date: _____

Applications must be submitted on this form with accompanying documents and signed by an authorised representative of the organisation.

Applications should be mailed to:

Senior Sport and Recreation Officer
Shire of Murray
PO Box 21
PINJARRA WA 6208

Or delivered in person to:

Shire Administration Office
1915 Pinjarra Road, PINJARRA

Further Information

Shire of Murray
Ph 08 9531 7777
Email: mailbag@murray.wa.gov.au