



AGENDA

FOR SPORT, RECREATION AND GRANTS COMMITTEE MEETING TO BE HELD ON

10 SEPTEMBER 2018 AT 6:30 PM

IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY

MEMBERS

Cr J Woodman (Chairman)
Mayor G Aldridge (ex officio)
Cr D Balaza
Cr B Brug
Cr D Bryant
Cr L Caruso
Cr D Pilkington
Cr D Proleta (Deputy Chairman)
Cr R Zahra

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager Community Development, Ms P Webb
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

APOLOGIES

An apology has been received from Cr B Brug.

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Sport, Recreation and Grants Committee Meeting held on 13 August 2018.

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Administration

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OTHER BUSINESS

CLOSE



MINUTES OF SPORT, RECREATION AND GRANTS COMMITTEE MEETING HELD IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY ON

13 AUGUST 2018

MEMBERS PRESENT

Cr J Woodman (Chairman)
Mayor G Aldridge (ex officio)
Cr D Balaza
Cr L Caruso
Cr D Pilkington (*via remote access*)
Cr D Proleta (Deputy Chairman)
Cr R Zahra

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager Community Development, Ms P Webb
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

The meeting commenced at 6:35 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

Apologies were received from Cr B Brug and Cr D Bryant.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Mayor G Aldridge
Seconded Cr D Pilkington

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 09 July 2018, be taken and read as confirmed.

CARRIED
UNANIMOUSLY

REPORTS

Administration

7.0.1 Future Reports for the Sport, Recreation and Grants Committee

Moved Cr R Zahra
Seconded Cr L Caruso

1. The information be received.

CARRIED
UNANIMOUSLY

Community Grants

7.2.1 Youth Sponsorship Applications - July 2018

Moved Mayor G Aldridge
Seconded Cr D Proleta

1. The information be received.

CARRIED
UNANIMOUSLY

7.2.2 Community Grants Program Applications for August 2018

Moved Mayor G Aldridge
Seconded Cr D Balaza

1. The information be received and noted.

CARRIED
UNANIMOUSLY

7.2.3 16/2018: Salisbury Bowling Club Inc. - Community Grants Program Application

Moved Cr D Balaza

Seconded Mayor G Aldridge

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the August 2018 round of Community Grants as follows:
 - a. Grant No. 16/2018: Salisbury Bowling Club Inc. be awarded the amount of **\$2,300.00** to assist with the purchase of indoor bowls for ongoing use as outlined in the Community Grant Application and additional information.

CARRIED
UNANIMOUSLY

7.2.4 17/2018: Para Hills Bowling Club Inc. - Community Grants Program Application

Moved Cr D Balaza

Seconded Cr D Pilkington

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the August 2018 round of Community Grants as follows:
 - a. Grant No. 17/2018: Para Hills Bowling Club Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of lawn bowls for ongoing use as outlined in the Community Grant Application and additional information.

CARRIED
UNANIMOUSLY

7.2.5 19/2018: South Sudanese Equatorial Communities Association in South Australia - Community Grants Program Application

Moved Cr R Zahra

Seconded Mayor G Aldridge

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the August 2018 round of Community Grants as follows:
 - a. Grant No. 19/2018: South Sudanese Equatorial Communities Association in South Australia be awarded the amount of **\$2,500.00** to assist with the purchase of hall hire (exclusive of bond), wristbands, catering and decorations for the Equatoria Cultural Day 2018 as outlined in the Community Grant Application and additional information.

CARRIED
UNANIMOUSLY

OTHER BUSINESS

Nil

CLOSE

The meeting closed at 6:40 pm.

CHAIRMAN.....

DATE.....

ITEM	7.0.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
HEADING	Future Reports for the Sport, Recreation and Grants Committee
AUTHOR	Michelle Woods, Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This item details reports to be presented to the Sport, Recreation and Grants Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

- 3.1 The following table outlines reports to be presented to the Sport, Recreation and Grants Committee as a result of a previous Council resolution:

Meeting Item	- Heading and Resolution	Officer
24/07/2017	Review of Youth Sponsorship Funding and Allocation Cap and Youth Sponsorship Policy	Mechelle Potter
7.2.2	1. That the changes to the Youth Sponsorship Policy and associated Guidelines endorsed by Council at its April 2017 meeting be monitored for a period of 12 months and a report be brought back for consideration at the end of this review period.	
Due:	October 2018	

4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Sport, Recreation and Grants Committee have been reviewed and are presented to Council for noting.

CO-ORDINATION

Officer: EXECUTIVE GROUP
 Date: 03/09/2018

ITEM	7.2.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
HEADING	Youth Sponsorship Applications - August 2018
AUTHOR	Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	3.3 Be a connected city where all people have opportunities to participate.

RECOMMENDATION

1. The information be received.
2. Council note the cessation of the Youth Sponsorship application process during the Caretaker Period effective from 18 September 2018 through to when the Local Government election results have been declared.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 The Sport, Recreation and Grants Committee resolved that a report be provided listing all Youth Sponsorship grants approved.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Elected Members
- 2.2 External
 - 2.2.1 Youth Sponsorship applicants

3. REPORT

- 3.1 The following Youth Sponsorship Applications were assessed and approved by the Chairperson and one other member of the Sport, Recreation and Grants Committee in August 2018.

Funding per application	Event	Total Funding
1 @ \$1,000	One application has been received from Savannah Crompton to represent Australia at the 2018 Women's Artistic Gymnastics Levels tour to be held in Tauranga, New Zealand in October 2018. Applying the appropriate category of funding this applicant may receive \$1,000 sponsorship.	\$1,000
1 @ \$250	One application has been received from Luke Byrne to represent South Australia at the School Sport Australia Boy's Football Championship to be held in Shepparton, Victoria in August 2018. Applying the appropriate category of funding this applicant may receive \$250 sponsorship.	\$250
2 @ \$250	Two applications have been received from Connor Tootill and Erin Tootill to represent South Australia at the Australian Irish Dancing Championships to be held in Cairns in October 2018. Applying the appropriate category of funding these applicants may receive \$250 sponsorship each.	\$500
2 @ \$250	Two applications have been received from Kayla Simes and Cameron Simes to represent South Australia at the 2018 Australian Kodokan Judo Association National Championships to be held in Shoalhaven Heads, New South Wales in September 2018. Applying the appropriate category of funding these applicants may receive \$250 sponsorship each.	\$500
1 @ \$125	One application has been received from Crystal Manning to represent South Australia at the 2018 Inline Hockey Australia Nationals to be held at Evanston Park, South Australia in September 2018. Applying the appropriate category of funding this applicant may receive \$125 sponsorship.	\$125
1 @ \$250	One application has been received from Cameron Harris to represent South Australia at the Australian National SAPSASA Soccer Championships to be held in Sydney in September 2018. Applying the appropriate category of funding this applicant may receive \$250 sponsorship.	\$250
1 @ \$1,000	One application has been received from Suraya Haidari to represent Australia at the 12th World Martial Arts Games to be held in Schwabisch Gmund, Germany in August 2018. Applying the appropriate category of funding this applicant may receive \$1,000 sponsorship.	\$1,000

Funding per application	Event	Total Funding
1 @ \$250	One application has been received from Aliesha Juillerat to represent South Australia at the School Sport Australia Touch Football Championships to be held in Hobart, Tasmania in October 2018. Applying the appropriate category of funding this applicant may receive \$250 sponsorship.	\$250
1 @ \$1,000	One application has been received from Chelsea Penna to represent Australia at the FISAF (Federation of International Sports, Aerobics and Fitness) World Championships to be held in Leiden, The Netherlands in October 2018. Applying the appropriate category of funding this applicant may receive \$1,000 sponsorship.	\$1,000
8 @ \$250	Eight applications have been received from Jack Lelliott, Charlotte Lelliott, Eric Wu, Megan Taylor, Ryan Mattner, Maxine Taylor, Leandra Carter and Samuel Anspach to represent South Australia at the Australian Air League Review to be held in Georges Hall, New South Wales in September 2018. Applying the appropriate category of funding these applicants may receive \$250 sponsorship each.	\$2,000
2 @ \$1,000	Two applications have been received from Luke Szabo and Dion Lucas to represent Australia at the 2018 Junior World Series Cricket to be held in Christchurch, New Zealand in September 2018. Applying the appropriate category of funding these applicants may receive \$1,000 sponsorship each.	\$2,000
Total Funding for August 2018:		\$8,875.00

3.2 The following applications were received, however, are deemed ineligible:

- 3.2.1 One application to represent Australia at the World Martial Arts Games to be held in Germany in August 2018 however the applicant received funding for an overseas event in November 2017 and therefore this application is considered ineligible.
- 3.2.2 Two applications to participate at the School Aerobics & Dance Star National Championships to be held in Queensland in August, however the event does not meet the criteria as there is no selection process undertaken and therefore not considered a State representation.
- 3.2.3 Two applications to participate in the Uni SA HPV Super Series – Pedal Prix to be held in Murray Bridge in September, however the event does

not meet the criteria as it is a school run event and not supported by a peak body and therefore considered ineligible.

4. CARETAKER PERIOD

- 4.1 Council will be entering into the Caretaker Period effective from 18 September 2018 through to when the Local Government election results have been declared.
- 4.2 During this period it is recommended that the allocation of Youth Sponsorship funding is ceased in line with the Community Grants process.
- 4.3 An appropriate notice will be placed on Council's website.

5. CONCLUSION / PROPOSAL

- 5.1 The 2018/19 Youth Sponsorship budget allocation is \$54,000 (\$45,000 original budget plus \$9,000 of carry forward funds from 2017/18) less expenditure to date of \$12,125 (including August applications) which leaves a balance remaining of \$41,875.

CO-ORDINATION

Officer:	EXECUTIVE GROUP
Date:	03/09/2018

ITEM	7.2.2
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
HEADING	Community Grants Program Applications for September 2018
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This report outlines the Community Grants Program Applications for the September 2018 round. Three applications are submitted for consideration by the Sport, Recreation and Grants Committee in an individual report. Three applications are submitted for information.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Community Grants Program Application - Guidelines and Eligibility Criteria

1. BACKGROUND

- 1.1 Three (3) applications were received for the September 2018 round of Community Grants of which two (2) are submitted for consideration.
- 1.2 One (1) application received for the September 2018 round of Community Grants is deemed ineligible.
- 1.3 One (1) application received for the July 2018 round of Community Grants required further information. The further information has been received and the application is submitted for consideration.¹
- 1.4 One (1) application received for the July 2018 round of Community Grants required further information. The further information has not been received and the application is therefore deemed ineligible.
- 1.5 One (1) application received for the August 2018 round of Community Grants required further information. The further information has not been received and the application is therefore deemed ineligible as the event has already taken place.

2. REPORT

- 2.1 Three (3) applications are presented for the September 2018 round of Community Grants for consideration, all of which are deemed compliant and listed below:
- 2.1.1 15/2018: Pooraka Farm Community Centre Inc. ¹
Agenda item 7.2.4; Sport, Recreation and Grants Committee; 10/09/2018
- 2.1.2 21/2018: Coyote-Hoops Basketball Club Inc.
Agenda item 7.2.6; Sport, Recreation and Grants Committee; 10/09/2018
- 2.1.3 22/2018: United Indians of South Australia Inc.
Agenda item 7.2.8; Sport, Recreation and Grants Committee; 10/09/2018
- 2.2 Two (2) applications are presented for the September 2018 round of Community Grants in an individual report for information. The applications were received for the July/August 2018 round of Community Grants (respectively) and required further information. The further information has not been received and the applications are therefore ineligible:
- 2.2.1 13/2018: Bhutanese Australian Association of South Australia Inc.
Agenda item 7.2.3; Sport, Recreation and Grants Committee; 10/09/2018
- 2.2.2 20/2018: Afghan National Association of Australia Inc.
Agenda item 7.2.5; Sport, Recreation and Grants Committee; 10/09/2018
- 2.3 One (1) application is presented for the September 2018 round of Community Grants for information. The application is deemed ineligible and listed below:
- 2.3.1 22/2018: Military Vehicle Preservation Society of South Australia Inc.
Agenda item 7.2.7; Sport, Recreation and Grants Committee; 10/09/2018
- 2.4 The Community Grant Funding budget allocation for 2018/2019 is \$82,000.
- 2.5 The monies committed to the three (3) compliant applications for the September 2018 round, if all approved, is **\$7,500.00**.
- 2.6 The remaining balance of the grant funding if all three (3) applications are approved is **\$67,200.00**.

3. CONCLUSION / PROPOSAL

- 3.1 Three (3) Community Grants Program applications are presented for funding consideration at the Sport, Recreation and Grants Committee in September 2018.
- 3.2 Three (3) Community Grants Program Applications are deemed ineligible and are submitted in individual reports for information.

CO-ORDINATION

Officer: EXECUTIVE GROUP

Date: 03/09/2018

Effective 27 November 2017



Community Grants Program

Guidelines and Eligibility Criteria



live it up

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City of Salisbury Community Grants Program Guidelines and Eligibility Criteria

This document sets out the application process for organisations and groups wanting to apply for a Community Grant with the City of Salisbury. Applicants should review these Guidelines and Eligibility Criteria document carefully before submitting the organisation or group's application form. By submitting an Application Form your organisation or group agrees and acknowledges that it is bound by these Guidelines and Eligibility Criteria.

Applications must not be lodged unless all the eligibility criteria are met. The organisation or group must notify the Community Grants Program if it becomes aware that any of the criteria will not be met subsequent to the application being lodged.

If the organisation or group becomes aware that the application form is incorrect or requires updating the application form must be resubmitted with the correct and updated information.

The organisation or group acknowledges that it places no reliance on, and the Community Grants Program have not made any promise or statement, in association with the organisation or group's chances of receiving a Community Grant.

If you require any assistance in completing your application, please phone 8406 8352 and a City of Salisbury staff member will be happy to help you.

1. Introduction

- 1.1. The City of Salisbury, through its Community Grants Program, aims to encourage, develop and support community projects and events that provide a service to residents of the City of Salisbury, which foster opportunities for community participation and development.
- 1.2. The guidelines contained within this document outline the types of projects and events that will be considered for community grant funding. Eligible organisations or groups are invited to apply for up to \$5,000 to assist with projects and events:
 - Community Grants are bound to an upper limit of **\$2,500.00**;
 - For new groups an establishment grant may be available which is limited to a maximum of \$2,500 for an unincorporated (not-for-profit) group and \$5,000 for an incorporated group.
- 1.3. The Sport Recreation and Grants Committee may choose to allocate funding at an amount less than the maximum at its absolute discretion.
- 1.4. The Community Grants Program is open for applications year round and applications are submitted monthly.

Community Grants Program Guidelines and Eligibility Criteria - Page 3 of 18

2. Submitting an Application

- 2.1. A new application form is required every funding round and the **current** *Community Grant Application Form* must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website:
www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants.
- 2.2. The application form can be completed by:
 - Downloading the *Current Community Grant Application Form - Print & Complete [Handwriting Version]* form, print the form and complete by hand; **or**
 - Downloading the *Current Community Grant Application - Fillable PDF Form [Electronic Version]* form, save to your computer, complete electronically and print the completed form for submission or email direct using the email button.
- 2.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 2.4. Applicants are encouraged to submit their completed application via email to:
city@salisbury.sa.gov.au.
- 2.5. Where email is not possible applications can be:

Faxed to:	8281 5466
Posted to:	City of Salisbury Community Grants Program PO Box 8 SALISBURY SA 5108
Delivered in Person to:	City of Salisbury 12 James Street SALISBURY SA 5108
- 2.6. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.
- 2.7. If assistance is required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you.

3. Community Grants Program Aim and Objectives

Aim

- 3.1. The Community Grants Program aims to uphold and improve community participation and development by providing financial assistance for activities, services and projects that support activities and services that sustain and/or enhance health and wellbeing, community participation, sport and recreation and supports Sister City and Friendship City relationships.

Objectives

- 3.2. The objectives of the Community Grants Program are to:
- Increase opportunities for social activity and community participation: *increases in engagement, trust, respectfulness or collaboration; capacity to get involved in community groups or networks;*
 - Improve health behaviours and support healthy choices: *increases in improved mental health, physical activity, resilience and optimism and nutrition;*
 - Provide funds for one off projects or events that have a benefit for residents of the City of Salisbury: *better connected community, safer community, resourcefulness and interaction.*

4. Funding Rounds Opening and Closing Dates

- 4.1. The Community Grants Program funding rounds are open on an ongoing, rolling basis and are assessed monthly. Applications can be submitted at any time and will be processed in the next funding round.
- 4.2. Application forms must be properly completed and successfully received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting). Due to the timing and assessment process applications will take a minimum of five (5) weeks. It is the responsibility of the Applicant to ensure the application form is properly completed and successfully submitted before the deadline.

5. Community Grants Program Categories

Community Grants Program funding is available under the following categories:

- Community Grant
- Community Grant – Establishment of a new group
- Community Grant - Event (*applicants must organise public liability insurance*)
- Community Grant - Project
- Community Grant Event - Christmas Carols

Community Grants Program Guidelines and Eligibility Criteria - Page 5 of 18

6. Types of Community Grants and Amount of Funding

Different levels of funding are available to eligible organisations under the following categories:

- Community Grant – Event: up to \$2,500 per year
- Community Grant Event – Christmas Carols: up to \$2,500 per year
- Community Grant – Project: up to \$2,500 per year
- Community Grant: up to \$2,500 per year
- New Establishment Grant for Non-incorporated, Not for Profit, organisations: up to \$2,500
- New Establishment Grant for Incorporated organisations: up to \$5,000

7. Eligible Areas

- Health
- Establishment of a new group
- Education and Training
- Sport / Recreation
- Environment
- Culture / Arts
- Disability
- Youth
- Crime Prevention
- Aged
- Event

Community Grants Program Guidelines and Eligibility Criteria - Page 6 of 18

8. Eligibility to Apply

Eligible Organisations

- 8.1. The Community Grants Program will only provide funds to eligible organisations and groups that have not-for-profit objectives:
- Non-Government, Incorporated community organisation or group;
 - Non-incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission. DGR status must be maintained until such time as the community grant is acquitted and evidence must be provided with the community grant application.
 - The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury*.
 - The group/organisation has a satisfactory management structure (e.g. President, Secretary, Treasurer). Evidence must be provided by way of meeting minutes that the group/organisation's committee has endorsed submission of the Community Grant Application.
 - Where applicable, the group/organisation has not received a Community Grant from the City of Salisbury within twelve months of submitting this application.
 - The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Community Grant must have their bank account in the same name).

** Legal entity details are checked with the Australian Business Register (ABR) website. If the organisation or group's legal entity is not clearly listed on the ABR website the Community Grants Program will request a copy of the legal entity's Certificate of Incorporation or Registration.*

Non-Eligible Organisations

- 8.2. Funding will not be considered for the following:
- An organisation trading as a Sole Trader or Individual including applications placed by organisations on behalf of individuals;
 - An organisation that is a non-incorporated body and is not auspiced by a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission;
 - Organisations that are seeking commercial gain from the project (either directly or indirectly);
 - Organisations that have any outstanding acquittals and associated documents for any previous Community Grants Program funding;
 - Money already spent or funding of existing debts or shortfalls;
 - Salaries (initial or on-going);

Community Grants Program Guidelines and Eligibility Criteria - Page 7 of 18

- Recurrent administration or ongoing costs;
 - Capital development (e.g. renovations or building changes, which will be permanently part of the structure);
 - Upgrading facilities which belong to Local, State or Commonwealth Governments;
 - Educational programs in schools and other formal educational institutions;
 - Employment and training programs which are the core responsibility of State and Commonwealth Governments;
 - Applications from Public or Private Schools (unless the application is for assistance with a Community event);
 - Organisations receiving Local, State or Federal Government funding either directly or indirectly via a third party for the same purpose;
 - Organisations located outside of South Australia.
- 8.3. An organisation is assessed as a whole business entity when determining eligibility, rather than broken down into different locations or operations - for example, an organisation that receives Community Grants Program funding for the provision of services, a project or event may not receive a second source of Community Grants Program funding for similar services, project or event, regardless of its operation or location, within twelve (12) months of receipt of their previous Community Grant.

9. Eligible Items

Funding will be considered for the following:

9.1. Equipment

- 9.1.1. Funding may be considered for equipment purchases that are integral to a project or event providing the application demonstrates how the equipment will support delivery of the program or event. All items must be justified and be relevant to the project/event.

9.2. Administration and Organisational Costs

- 9.2.1. An organisation or group's start-up administration costs, including:
- capital equipment (e.g. computers, office furniture, machinery, tools, sport equipment etc.);
 - consumables;
- All items must be justified and be relevant to starting up the organisation or group.

9.3. Replacement Items

- 9.3.1. Consideration will be given to replacing items previously funded through the Community Grants Program after a reasonable period of time has elapsed and where sufficient justification for replacement is provided.

9.4. Public Events and Tournaments

- 9.4.1. Funding may be considered for eligible items related to the costs associated with exhibitions, fairs, festivals, entertainment, sport and leisure events. Eligible items include costumes and accessories, sport uniforms and equipment, hall hire, bus hire, marquee & furniture hire, trophies, medals, musical instruments, public address equipment.

9.5. New Establishment Grant

- 9.5.1. Applications to establish a new organisation or group must address the sustainability of the service or program and must include evidence that the program and the organisation will have sufficient resources or foundation to maintain the program once the Community Grants Program funds have been expended.

10. Ineligible Items

Funding will not be considered for the following:

10.1. *Projects or items not deemed consistent with the Community Grants Program Aim and Objectives*

- 10.1.1. Funding for projects that support activities that are not consistent with the City of Salisbury's Aim and Objectives will not be considered.

10.2. *Existing Projects*

- 10.2.1. Projects or events that have already commenced with the exception of those considered to be a significant new direction or enhancement of an existing project.

10.3. *Expenses*

- Accommodation costs;
- Personal transportation costs such as fuel expenses and maintenance;
- Vehicle acquisition.

10.4. *Administration and Organisational Costs*

- 10.4.1. An organisation's **ongoing business**, administration or **day-to-day** running costs, including:
- capital equipment (e.g. computers, office furniture, machinery, tools etc.);
 - vehicles (used for business or administration purposes);
 - fundraising activities (for commercial, competition and/or event door prizes);
 - consumables (e.g. paper, toner, stationery, equipment etc.);
 - maintenance and repairs;
 - service charges (including additional warranties, service agreements and maintenance).

However, some administrative costs may be considered if directly and exclusively associated with the establishment of the project.

10.5. *Wages and Salaries*

- 10.5.1. Wages, salary payments or consideration of any type (e.g. payment to presenters/trainers/instructors including gifts for services/guest speakers etc.).

10.6. *Memberships and Fees*

- 10.6.1. Memberships and fees (e.g. physical fitness centre memberships, club memberships, entrance fees).

10.7. Existing Debts and Shortfalls

- 10.7.1. Reimbursement of expenses incurred by the organisation prior to grant funds being approved.

10.8. Other Exclusions

- 10.8.1. Equipment and services that are not supported by a program of activities and services.

11. Application Process

- 11.1. An acknowledgement letter will be posted within ten (10) working days of receiving the application. Community Grants Program Staff may contact you via post or email to seek further information. Community Grants Program Staff will contact both signatories to verify the application (application will not proceed until verification has occurred).
- 11.2. Applications that are incomplete or do not contain all essential documentation may be considered ineligible or result in deferral to a subsequent round to enable an assessment to be made pending receipt of the incomplete/additional information. Applicants are requested to submit additional information within the timeframe for submission to the next round. Should the additional information not be received within three (3) months of receipt of the original application the application will be deemed ineligible and the organisation or group must submit a new application should it wish to proceed with applying for Community Grant funding.
- 11.3. Any changes in circumstances with regard to the Application must be made in writing; such as: resignation of the person responsible for the Grant, contact person details, change of address, change of ABN or any other variation to that listed on the Application. Receipt of the variation will be acknowledged in writing and the organisation or group may be asked for further information or to resubmit their Application.

Assessment of Applications

- 11.4. All applications are submitted to and assessed by the Sport, Recreation and Grants Committee at their monthly meeting.
- 11.5. A copy of Community Grant applications and any other relevant document(s) are presented to the Sport, Recreation and Grants Committee in its entirety as an attachment to the Committee Report. This means that all information contained within the application forms part of a public document and as such can be inspected by anyone. Reports presented to the Sport, Recreation and Grants Committee is also accessible via the City of Salisbury website.
- 11.6. Applications received that are identified ineligible against the funding guidelines are submitted to the Sport, Recreation and Grants Committee for information. A copy of the application and any other relevant document(s) is presented to the Sport, Recreation and Grants Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.
- 11.7. Applications are assessed on merit and a comparative assessment made of all applications to establish priority for funding. Funding should not be anticipated or believed to be automatic.
- 11.8. Final decisions on all applications are at the discretion of Sport, Recreation and Grants Committee.
- 11.9. Applications in excess of available grant funds may result in some applications not being approved, being approved for a reduced amount or being deferred to a subsequent funding round even though they meet the eligibility requirements.

12. Funding Criteria

The following criteria are examined when assessing applications:

12.1. *Aim and Objectives*

- 12.1.1. The project must meet the Aim and Objectives of the Community Grants Program.

12.2. *Target Group*

- 12.2.1. The primary target group for projects and events must be the City of Salisbury community.

12.3. *Project Outcomes*

- 12.3.1. The project must provide one or more of the following outcomes for the City of Salisbury community:
- promote and enhance healthy lifestyles, particularly nutrition, physical activity and mental wellbeing;
 - encourage involvement in community activities;
 - reduce social isolation;
 - encourage supportive and safe communities;
 - address gaps in local services;
 - Social Connectedness; and
 - Mental Wellness.

12.4. *Contribution*

- 12.4.1. Organisations and groups are expected to contribute towards the project. This can be financial or in-kind (such as the provision of volunteer labour costs).

12.5. *Value for Money*

- 12.5.1. Grant funds requested must be proportional to the benefits provided and the number of members/residents targeted by the project.

Community Grants Program Guidelines and Eligibility Criteria - Page 13 of 18

13. Community Grant Application

- 13.1. Applicants must address the following points in their application for Community Grants Program funding:

Target Group

- 13.2. Applications must identify the target group in the City of Salisbury that is the subject of the project. Where possible it is advantageous to provide evidence that the target group:
- is the focus of the project or event;
 - has been consulted about and is involved in the project or event;
 - is committed to actively participating in the project or event in significant numbers; and
 - has expressed support for the project or event.

- 13.3. The application must outline details of the relationship of the applicant to the target group.

Project or Event Plan

- 13.4. Provide a Project/Event Plan which details the activities and services that will be facilitated. The Project/Event Plan should include:
- details of the proposed program of activities and services including frequency and duration (this refers to the activities that will be supported by the project, or the items or services to be purchased with grant funds);
 - timeframes and how the project will be implemented, facilitated, and monitored;
 - details of the benefits/outcomes that the target group will derive from the project; and
 - details of how the project will meet any of the Community Grants Program Aim and Objectives.

Budget Plan

- 13.5. Provide a Budget Plan with details of the items/services to be purchased or works to be undertaken for the project. The Budget Plan must be reasonably costed and include:
- total cost of the project or event;
 - the amount of grant funds requested;
 - funds committed to the project by the applicant (this contribution can be financial or in-kind);
 - funds committed to the project from other sources, such as donations, funding from other stakeholders, funding from other grant sources; and
 - one quotation for each item requested.
- 13.6. Note that quotations must include GST and be sufficiently formal to clearly identify the proposed supplier and the items requested.

Evaluation Plan

- 13.7. Provide an Evaluation Plan appropriate to the complexity of the project and the level of funding requested. This must include details of:
- measures that will be taken to gather information to evaluate the project;
 - criteria that will be used to measure the success of the project; and
 - how information gathered for evaluation will be used to enhance/direct the project.
- 13.8. The Evaluation Plan is essential to the application and will form the basis of the Project Evaluation that must be provided as part of the grant acquittal at the conclusion of the project.

Other Requirements

- 13.9. In addressing the above points, applications must provide a level of detail that is in proportion to the amount of funds requested and the complexity of the project. Organisations applying for funding must demonstrate, where applicable:
- a capacity to provide infrastructure, administrative and operating costs;
 - an ability to support the project beyond the grant period; and
 - the availability of volunteer support for the ongoing viability of the project.

14. Referees

- 14.1. Referees listed on the application may be contacted regarding their support and should be informed of their inclusion prior to the application being submitted. Members of the Management Committee cannot be a referee. Written evidence is not required of the referees support.

15. Financial Information

- 15.1. The organisation or group must hold a current bank account in South Australia in its name. The account name (the organisation or group, not the type of account – i.e. savings, cheque), financial institution name (the name of the bank or credit union) and the location (city/suburb of where the account is held) is the only information required. BSB and account numbers are not required to be submitted on the application.

16. Application Outcome

- 16.1. All applicants will receive written notification via post regarding the outcome of their application.

Unsuccessful Applicants

- 16.2. If applicants are unsuccessful they are encouraged to phone or request an appointment with the Community Grants Program staff to receive feedback about the decision and where applicable aspects of the application that may be improved should the applicant wish to resubmit.

17. Expenditure of Community Grants Program Funds

Successful Applicants - Contractual Obligations

- 17.1. Successful applicants will receive a notification letter and Acceptance of Community Grant – Form 1 which is a legally binding agreement detailing the terms and conditions of funding. The Acceptance letter contains obligations which include agreed project or event outcomes and timeframes, acquittal, reporting and evaluation requirements. Agreements will be in place for a six (6) month period.
- 17.2. Organisations or groups that are awarded a community grant must only use their community grant to implement their project or event as outlined in their application form and spent in accordance with the conditions of the agreement.
- 17.3. Any proposed change to the project or expenditure of grant funds must be requested in writing to the Community Grants Program.
- 17.4. Organisations or groups must spend their Community Grant within six (6) months of receipt of Community Grant funding or they may be asked to return all or part of the funding. Unspent Community Grant funds must be returned to the City of Salisbury at the end of the project/event period. An unspent amount less than \$10.00 is not required to be returned.
- 17.5. Checks are undertaken to ensure that all information provided can be substantiated and that the Community Grant funding was spent on eligible items. All tax invoices and/or receipts submitted with the acquittal documentation must contain the business name, date of transaction, contact details and ABN number listed (where applicable) of the supplier. All items must be clearly identifiable and listed separately.
- 17.6. Where valid tax invoices or receipts cannot be produced the organisation or group will be requested to complete a statutory declaration, declaring that the Community Grant funding was used to purchase eligible items. Failure to provide valid tax invoices or receipts may result in the organisation or group's ineligibility for any future Community Grants regardless of completion of a statutory declaration. Failure to complete a statutory declaration will result in the organisation or group being requested to return the applicable Community Grant funding.

18. Goods and Services Tax (GST)

- 18.1. If the organisation or group is registered for GST and the application for Community Grant funding is successful, a tax invoice must be provided with the Acceptance of Community Grant Form before payment can be made. Furthermore, the Grant will be subject to GST and the organisation or group will be liable to remit the GST component to the Australian Taxation Office.
- 18.2. The Tax Invoice must clearly state the words **TAX INVOICE, Business Name, ABN and the approved Grant funding amount including GST.**

ABN Declaration

- 18.3. If the organisation or group does not have an ABN, an ABN Declaration must be completed as part of the application process.
- 18.4. Furthermore, if the organisation or group does not have an ABN, the City of Salisbury may be obliged to withhold tax from Grant payments at the highest marginal tax rate (currently 48.5%) unless a "Statement by a Supplier" is completed to justify the City of Salisbury not withholding from the payment. This document is contained within the Community Grants Program Application Form "Declaration Where No Australian Business Number is Required".
- 18.5. For more details, contact the Australian Tax Office on **132 866**.

19. Presentation of Community Grants Program Cheques

- 19.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and December. Successful applicants are invited to attend a Community Grants Program Cheque Presentation Ceremony on the 4th Wednesday of the relevant quarter at the City of Salisbury Municipal Offices.

20. Accountability and Reporting Requirements

- 20.1. The reporting and acquittal requirements are specified in the Acceptance of Community Grant Letter. This legally binding agreement must be signed and returned within seven (7) days of receipt of the Acceptance Letter.
- 20.2. All organisations and groups approved for Community Grants Program funding will be required to:
 - Measure the impact of the project or event and report the results in a Project/Event Evaluation;
 - Acknowledge the City of Salisbury as the funding body where applicable;
 - Provide valid tax invoices/receipts (*the organisation or group should maintain financial records in accordance with the generally accepted accounting principles and comply with the relevant laws in force in South Australia*);
- 20.3. These documents are due within six (6) months of receiving the grant funding and is detailed in the Acceptance of Community Grant Offer letter.

Community Grants Program Guidelines and Eligibility Criteria - Page 17 of 18

- 20.4. The Community Grants Program requires organisations and groups to comply with reporting requirements for past completed projects and events to be eligible to receive future community grants funding for another project or event. Failure to comply will result in the organisation or group being ineligible for future community grant funding.

Recognition of Community Grants Program Funding

- 20.5. Organisations must acknowledge the City of Salisbury's financial contribution to the project or activity where appropriate, e.g. through recognition of the grant in publicity and/or marketing material (use of the City of Salisbury Corporate Logo is prohibited without consent from the City of Salisbury Marketing Department).

21. Repayment of Community Grant

- 21.1. The City of Salisbury may take action to recover the Community Grant paid to the organisation or group if:
- The organisation or group does not use the Community Grant as set out in the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria and/or the Acceptance of Community Grant Agreement;
 - If applicable, the organisation or group does not have Deductible Gift Recipient (DGR) status at the time of acquittal;
 - The organisation or group does not provide documentation as required under these guidelines by the times specified.

ATTACHMENT A – Community Grants Program Documents

- 1. Documents relating to the Community Grants Program**
 - 1.1. Application form for the City of Salisbury Community Grants Program;
 - 1.2. A Guide to completing the City of Salisbury Community Grant Application;
 - 1.3. The Acceptance of Community Grant Offer – Form 1 letter
- 2. Documents relating to the Acquittal of successful Community Grant funding**
 - 2.1. Acquittal – Form 2
 - 2.2. Tax Invoice/Receipt
 - 2.3. Project Evaluation Report (refer to Attachment D).

Community Grants Program Application Guidelines and Eligibility Criteria – Attachment A
Page 19

ATTACHMENT B – Likely Funded Project and Event Examples

Project/Event examples likely to be funded through the Community Grants Program

Project/Event	Grant funds can assist to:
Community Christmas Carols	Purchase of candles, booklets, stage hire, children's entertainment (i.e. face painting, jumping castle); fireworks, catering, advertising).
New Group	Purchases to establish the group such as computer equipment, launch catering, costs associated with inaugural Annual General Meeting, forums and workshops – i.e. seal, venue hire, stationery, promotional materials, letterhead, envelopes and stamps.
Volunteer Lawn Mowing Service	Purchase of mowing equipment and garden tools appropriate to the project.
Fitness classes	Purchase equipment appropriate to the project (<i>a fitness trainer is not eligible as this is deemed a salary</i>).
Dance Club Competition	Purchase uniforms, material, costumes and related accessories.
Craft Groups	Purchase equipment and supplies appropriate to the project (<i>i.e. purchase of wool and knitting needles to knit knee rugs for the needy</i>).
Men's Shed	Purchase equipment and furniture for woodworking, metalworking and social activities.
Sporting Club	Purchase training equipment and uniforms; bus hire to transport team to an event.
History Group	Purchase computer and scanning equipment for scanning of books.

Community Grants Program Application Guidelines and Eligibility Criteria – Attachment B
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ATTACHMENT C – Unlikely Funded Project and Event Examples

*Examples of projects/events and items **unlikely** to be funded through the Community Grants Program*

Project/Event	Items
<ul style="list-style-type: none"> Projects or events held outside the City of Salisbury region. 	<ul style="list-style-type: none"> Gifts for any purpose (i.e. judges, MC's, presenters).
<ul style="list-style-type: none"> Capital equipment that is stored at a residential address (e.g. computers, office furniture, machinery, tools etc.). 	<ul style="list-style-type: none"> Capital equipment (e.g. computers, office furniture, machinery, tools etc.) unless for the establishment of a new group.
<ul style="list-style-type: none"> Project that requests the purchase of a vehicle. 	<ul style="list-style-type: none"> Website Development.

*Examples of items **ineligible** for funding through the Community Grants Program*

<ul style="list-style-type: none"> Salaries, wages or compensation – i.e. payment for competition judges, trainers, presenters, umpires including gifts for service. 	<ul style="list-style-type: none"> Vehicle acquisition.
<ul style="list-style-type: none"> Payments to volunteers. 	<ul style="list-style-type: none"> Consumables.
<ul style="list-style-type: none"> Payments for fuel expenses/vehicle maintenance. 	<ul style="list-style-type: none"> Maintenance and repairs.

Community Grants Program Application Guidelines and Eligibility Criteria – Attachment C
Page 21

ATTACHMENT D - Project Evaluation Requirements

1. An evaluation of the project must be undertaken at the completion of the grant period as detailed in the Acceptance of Community Grant letter.
2. Where applicable, the Project Evaluation must detail the following:
 - 2.1. Introduction – *outline the project, its purpose and overall achievements.*
 - 2.2. People assisted (target group) – *provide details about the people assisted by the project. This could include families, individuals, age groups, type and level of needs/issues.*
 - 2.3. Number of people assisted by the project (*and outlining the number of residents of the City of Salisbury*).
 - 2.4. Assistance provided – *describe what was provided for the target group in terms of programs, activities, other actions or strategies, such as:*
 - 2.4.1. *Assistance to meet general and basic needs;*
 - 2.4.2. *Group programs, courses, activities and training;*
 - 2.4.3. *Improving resources/facilities/equipment or other initiatives.*
 - 2.5. Outcomes achieved by target group – *describe what the target group achieved through participation in the project, such as:*
 - 2.5.1. *Improvement in knowledge, skills, self-esteem, social contacts/networks, motivation, confidence, community participation, quality of life, empowerment and personal development;*
 - 2.5.2. *Enhanced healthy lifestyles, particularly physical activity and mental well-being;*
 - 2.5.3. *Reduction in social isolation.*
 - 2.6. Other achievements – *describe other achievements of the project, such as:*
 - 2.6.1. *Existing programs expanded or enhanced;*
 - 2.6.2. *Improvement in facilities or services;*
 - 2.6.3. *New programs or services established;*
 - 2.7. Any other comments or information relevant to the project or event, such as *newspaper articles, media releases, internal newsletters, etc.*

Community Grants Program Application Guidelines and Eligibility Criteria – Attachment D
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ATTACHMENT E – Frequently Asked Questions

About applying for a City of Salisbury Community Grant

1. Will late applications be accepted?

- 1.1. Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting). Applications received after the 15th of the month will be submitted for the following round, without exception (i.e. an application received on the 16th of February will be assessed at the April meeting as it has missed the March deadline).

2. When will organisations or groups know if their application is successful?

- 2.1. All applicants will be advised in writing about the outcome of their application within ten (10) days of the relevant Sport, Recreation and Grants Committee meeting.

3. How do organisations and groups apply for Community Grants?

Applications can be submitted in the following ways:

- 3.1. A new application form is required every funding round and the current Community Grant Application Form must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website: www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants.
- 3.2. The form can be saved to a computer, completed electronically and then printed for submission or printed and completed by hand for submission.
- 3.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 3.4. Applicants are encouraged to submit their completed application via email to: city@salisbury.sa.gov.au.

4. What if our organisation or group doesn't have access to the internet or email?

4.1. Where email is not possible applications can be:

Faxed to: 8281 5466
 Posted to: City of Salisbury
 Community Grants Program
 PO Box 8
 SALISBURY SA 5108

Delivered in
 Person to: City of Salisbury
 12 James Street
 SALISBURY SA 5108

5. Can I speak to someone about our organisation or group's Community Grant Application if I deliver it in person?

5.1. While City of Salisbury staff endeavour to make themselves available at short notice this is not always possible and therefore Applicants are encouraged to phone the Community Grants Program to make an appointment should they wish to speak to staff when submitting their Application.

6. Can our organisation or group get assistance to complete the Community Grant application?

- 6.1. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.
- 6.2. If assistance is still required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you. Staff are unable to provide personal advice however will guide you as to the information required in the application.

7. Do documents need to be included with the application?

7.1. Yes. All relevant documents requested must be provided with your Application. Failure to provide the documents required will result in a delay with processing your application to the Sport, Recreation and Grants Committee; or the Application may be deemed ineligible.

8. Can organisations and groups submit more than one application per round?

- 8.1. No. Organisations and groups that receive community grant funding will not be eligible to apply for funding for a period of twelve (12) months from the date of funding receipt. Furthermore community grant funding already provided for a project/event is not eligible to apply for further funding to assist with that same project/event regardless of when the funding was received.

9. Who assesses the Community Grants Program Applications?

- 9.1. The Applications are assessed initially by the Community Grants Program Team and the General Manager Community Development who make recommendations to the Sport, Recreation and Grants Committee based on the Community Grants Program Eligibility Criteria.
- 9.2. The Sport, Recreation and Grants Committee have delegation to authorise funding and make the final decision on offering grants.

10. How are the Community Grants Program Applications assessed?

- 10.1. Applications are assessed on merit based on the following criteria:
- The level and type of need, evidence of the need provided and geographic area;
 - The benefit to the target group, specifically residents of the City of Salisbury;
 - Proposals that represent value for money;
 - Relevance to Community Grants Program Aims and Objectives and/or the City of Salisbury Strategic Plan;
 - New organisations or groups that can demonstrate sustainability and do not require ongoing funding to succeed;
 - Proposals that have secured in-kind support to reduce the project or event cost;
 - Proposals that demonstrate a level of community engagement;
 - The extent to which the applicant has the infrastructure, support or resources to successfully carry out the project or event;
 - The extent to which the application estimates, and proposes to measure, the impact of the project or event.

11. Can organisations and groups apply for another round if they are unsuccessful in a previous round?

11.1. Yes. Organisations and groups that are unsuccessful in a round can apply for another round providing the eligibility criteria has been met. An organisation or group that has been declined funding for a project or event can submit an application for a separate project or event (i.e. another application cannot be made for the same project or event that was declined). The application can be made at any time (the organisation or group doesn't need to wait twelve (12) months).

12. Our organisation/group's name on the application is different from our ABN and/or that registered with ASIC, are we eligible to apply?

12.1. No. The organisation or group applying for the Community Grant must have the same name registered with ASIC and the ASIC registration must be in the same name as the ABN registration. The only exception is where an organisation or group is auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.

13. If successful, when will our organisation receive the Community Grant cheque?

13.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and December, commencing at 6.30 pm. The table below outlines the cheque presentation schedule:

Application Received:	Application submitted to the Sport, Recreation and Grants Committee held in:	Successful Applicants - Community Grants Program Cheque Presentation Ceremony to be held in:
16 November to 15 December	January	March
16 December to 15 January	February	March
16 January to 15 February	March	June
16 February to 15 March	April	June
16 March to 15 April	May	June
16 April to 15 May	June	September
16 May to 15 June	July	September
16 June to 15 July	August	September
16 July to 15 August	September	December
16 August to 15 September	October	December
16 September to 15 October	November	December
16 October to 15 November	December	March

ITEM	7.2.3
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
PREV REFS	Sport, Recreation and Grants Committee 7.2.2 09/07/2018
HEADING	13/2018: Bhutanese Australian Association of South Australia Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The Bhutanese Australian Association of South Australia Inc. Application is submitted to the Sport, Recreation and Grants Committee for information.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Bhutanese Australian Association of South Australia Inc. - Application

1. BACKGROUND

- 1.1 The Bhutanese Australian Association of South Australia Inc. Application was received for the July 2018 round of Community Grants Program funding.
- 1.2 The application was incomplete and required further information.

2. REPORT

- 2.1 The Bhutanese Australian Association of South Australia Inc. Application was originally received for the July 2018 round of Community Grants Program funding however the Application was incomplete and required further information as follows:
 - the previous grant funding acquittal has not been received; and
 - evidence that the Committee has *endorsed* submission of the Community Grant Application was not provided.

- 2.2 The additional information has not been received and therefore the Application is deemed ineligible as per clause 11.2 of the Community Grants Program Guidelines and Eligibility Criteria:

Applications that are incomplete or do not contain all essential documentation may be considered ineligible or result in deferral to a subsequent round to enable an assessment to be made pending receipt of the incomplete/additional information. Applicants are requested to submit additional information within the timeframe for submission to the next round. Should the additional information not be received within three (3) months of receipt of the original application the application will be deemed ineligible and the organisation or group must submit a new application should it wish to proceed with applying for Community Grant funding.

- 2.3 The Applicant has been notified that their Community Grants Program Application has lapsed.

3. CONCLUSION / PROPOSAL

- 3.1 The Bhutanese Australian Association of South Australia Inc. Application is submitted for information as per clause 11.6 of the Community Grants Program Guidelines and Eligibility Criteria:

Applications received that are identified ineligible against the funding guidelines are submitted to the Sport, Recreation and Grants Committee for information. A copy of the application and any other relevant document(s) is presented to the Sport, Recreation and Grants Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/09/2018



Community Grants Program

Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.




live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered **YES** to any of these questions,
this application is **NOT** eligible for grant funding.*

*to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered***

Community Grant Application - Page 2 of 13

Applicant Organisation Information		
1. GROUP / ORGANISATION DETAILS		
Name:	Bhutanese Australian Association of South Australia Inc.	
Address:	PO Box 265	
Suburb:	Salisbury	Postcode: 5108
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)		
Name:	Mr Kamal Dahal	
Title (your role with the group/organisation):	Secretary	
Address:	[REDACTED]	
Phone:	Landline: Mobile: [REDACTED]	
Email:	[REDACTED]	
3. COMMUNITY GRANT RESPONSIBILITY		
Name of Person Responsible for the Grant:	Mr  Chitra Khar Gautam	
Title (role with the group/organisation):	Coordinator	
4. GROUP / ORGANISATION MANAGEMENT DETAILS		
How is your group/organisation managed:	It is managed by Executive Members	
Is your organisation:		
a) Incorporated:	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
ASIC Registration Number:		
b) Operated under a Parent Organisation: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small>	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)
Parent Organisation		
Name:		
ASIC Registration Number:		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <small>(evidence must be attached to this application)</small>	No <input checked="" type="checkbox"/>
d) Government Funded: <small>(If Yes, please list funding source/s and purpose in part e & f)</small>	Yes <input type="checkbox"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: Bhutanese Australian Association of South Australia Inc <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED] Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	Indra Adhikari	
Referee's Contact Information:	[REDACTED]	

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <small>(If Yes - Please Quote ABN:)</small> 5 0 0 5 4 5 6 9 6 5 2 <small>(If No, the ABN Declaration Form attached must be signed)</small>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i>		

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 5 of 13

Project/Event Budget Information		
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> (enter '0' dollar amounts below)
If Yes, provide details:		
INCOME	\$ AMOUNT	
Project or event generated income:	\$ 0	
Organisation's contribution:	\$ 530	
Income received from other Grants: (list organisation(s) providing Grant funding and their contribution)	\$ 0	
Income received from sponsors: (list sponsor(s) and their contribution)	\$ 0	
Donations: (please specify the source, product or service and estimated amount of funding requested)	\$ 0	
Have you sought any other funding for the project: (please specify the source and amount of funding requested)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
TOTAL (including GST):	\$ 530	
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	volunteers, time	
EXPENSES (specify the proposed expense budget by item:)	\$ AMOUNT	
JB Poly /Piping Polo with Embroidered stitches	\$ 1,550	
Set Up Logo (\$8x50)	\$ 400	
Emb Text to back (1x\$80)	\$ 80	
EMB surcharges as logo (\$10x50)	\$ 500	
TOTAL (including GST):	\$ 2,530	

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>Volunteers T-shirt for every community Event</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>Ongoing</i>
Total cost of Project/Event	<i>\$ 2,530</i>
Amount of Community Grant Funding Requested	<i>\$ 2,000</i>
Is there any other information that you may feel is relevant to your application?	
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. <i>Support letters</i> 2. <i>Quotes</i>
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 7 of 13

Project/Event Details		
Previous Community Grants Program Funding		
Has your Organisation previously received a Community Grant? (If Yes – when, amount granted and what the grant was for:)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No (go to Group/Organisation Information)
When was the Grant funding received (month & year):	2014	
What amount of Grant funding was provided:	\$ 2,000	
When was the previous Grant acquitted (month & year):	2014	
Group/Organisation Information		
Group/Organisation Name	Bhutanese Australian Association of South Australia	
Group/Organisation Description		
Group/Organisation Registered Address	Number/Street: [REDACTED] Suburb: [REDACTED] Postcode: [REDACTED]	
Is the Club Incorporated?	YES	
Number of Members	1,000	
% of Membership that reside in the City of Salisbury	85 %	
Project/Event Details		
Project/Event Name	Volunteers Uniform	
Project/Event Summary	Buying Volunteers Uniform	
Date(s) of Project/Event	Ongoing	
Location of Project/Event:	Number/Street: Salisbury Primary School Suburb: Salisbury Postcode: 5108	
How will the Project/Event benefit the residents of the City of Salisbury?	This will benefit the volunteers of our association identifying themselves as volunteers and 95% of the volunteers live in Salisbury.	
How many individuals will benefit from the Project/Event?	80	
% of project/event participants that reside in the City of Salisbury	95 %	
If it is an Event, is it open to the public?	Yes <input type="checkbox"/>	
How will the Project/Event be promoted?	Volunteers wear this uniform every time in volunteering activities	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 2,000
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
JB Polo with 1700 stiches (50x\$31)	\$ 1,550
EMB Text to Back (50x\$8)	\$ 400
Set Up EMB Logo (1x\$80)	\$ 80
EMB Surcharge (50x\$10)	\$ 500
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 2,530
Quote Attached: <i>A detailed, current quote <u>must</u> be provided with the application.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 9 of 13

Project or Event Scope

Provide a description of the proposed project or event:

Bhutanese Australian Association of South Australia Inc. (BAASA) is seeking funding of \$2000 to buy volunteers uniforms that will be wore at the time of volunteering activities. BAASA runs a variety of programs and events in Salisbury. Among many, BAASA runs Bhutanese Ethnic School at Salisbury Primary School every Saturday for 4 hours to provide language support to the children of Bhutanese community living in the city of Salisbury. BAASA currently has no paid staff so everything is done voluntarily. There are more than 2000 Bhutanese community members living in the city of Salisbury. Community members are involved in this project since 2012. More than 50 volunteers are from the city of Salisbury and actively involved wellness of the city of Salisbury.

BAASA strives for excellence in every way and expect the same from our volunteers and the schoolchildren. As part of our drive to excellence, we require that our volunteers wear uniforms to assist in distinguishing them within their communities. In order to provide a simplified process and capitalize on our growth as active community activities, BAASA is consolidating the uniform procurement process for the Bhutanese Ethnic School volunteers.

The uniforms will be

The volunteers will wear the uniform at all time of the community activities such every week in Ethnic school ' s teaching activities, Settlement Day, School Annual Day and at Christmas Parade organised by the city of Salisbury and Business Association.

Attachments

☐ There are no attachments relating to the Project or Event Scope.

☒ The following documents are attached relating to the Project or Event Scope:

1. *Support letter*
2. *Quote*
- 3.

Benefits and Outcomes of the Project or Event

Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:

Understand the volunteers needs and measure social cohesion

Engage the community volunteers and build strong relationships with the city of Salisbury and wider communities through volunteering program. Keeping volunteers active and support to build meaningful and more cohesive relationships between Bhutanese volunteers and other cultural groups. Most of our families settle in the Salisbury council area and this will help to develop a strong relationship with the council and other groups.

The volunteering is essential public and community good that create a ripple effect of benefits felt throughout the social dimension.

It offers professional development of individual being volunteer as well as access, advocacy and information services to individuals and organisations interested in developing community development projects and the wellness of the city of Salisbury

Either one way or other, Bhutanese community projects such as running language class, radio program, multicultural soccer tournament and other events and projects aimed to articulate a sense of place and identity through community activities processes.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

This project is being supported by Bhutanese Community members such as Young, Adult and Senior members of the community. Volunteers involved in most of the activities are the residents of the City of Salisbury.

Attachments

- ☐ There are no attachments relating to Support for the Project or Event.
- ☐ The following documents are attached relating to Support for the Project or Event:

1. Support letter
2. Quote
- 3.

Project or Event Management

Ongoing Projects or Events


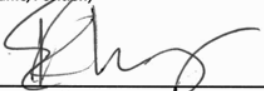
*Describe how the proposed project or event will be managed into the future:
(outline how you will ensure sustainability and achieve outcomes for the project or activity)*

One-off Projects or Events

*Describe how the proposed project or event will be managed:
(outline how you will achieve outcomes for the project or activity)*

The proposed project aimed to buy 50 uniforms to the volunteers of Bhutanese Australian Association of South Australia and Bhutanese Ethnic School. The uniform will be managed by the volunteer coordinator of the organization. Uniform will be distributed to the volunteers at the time of any community events such in Ethnic School, Radio and other community events.

*to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered***

Application Declaration	
<p><i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i></p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	S2
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> I acknowledge that I am authorised to make this application on behalf of the Organisation.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> I acknowledge that the information provided in this application is true and correct.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.
<input checked="" type="checkbox"/>	<input type="checkbox"/> I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.
<p>On behalf of <u>BAASA</u> (Group/Organisation)</p>	
<p style="text-align: center;">Kamal Dahal/ Secretary (Name/Position)</p>	<p>and</p>
<p style="text-align: center;">Chitra Gautam/ Coordinator (Name/Position)</p>	
<p style="text-align: center;"> (Signature 1)</p>	<p style="text-align: center;"> (Signature 2)</p>
<p style="text-align: center;">04 June 2018 (Date)</p>	<p style="text-align: center;">04 June 2018 (Date)</p>
<p>Contact (phone number): [REDACTED]</p>	<p>Contact (phone number): [REDACTED]</p>

Both signatories will be contacted to verify the application - a contact phone number must be provided for each.
Your Application will **not** be submitted until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered



Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am providing my services as:

	Yes	No
A private recreational pursuit or hobby	<input checked="" type="checkbox"/>	<input type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input checked="" type="checkbox"/>	<input type="checkbox"/>

As such the Council is not obliged to withhold 48.5% from payments made to me.

I confirm that the above declaration is valid for all payments made by Council to our organisation. Should the situation change and I am required to hold an Australian Business Number, I will notify Council immediately.

Bhutanese Australian Association of SA

(Group/Organisation)

Kamal Dahal- Secretary

(Name/Position)

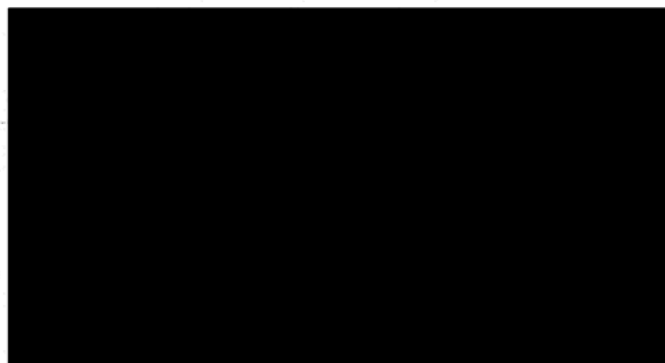
(Signature)

04 June 2018

(Date)

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 13 of 13



Quote

Hi,

Quotation as requested on the following products for Bhutanese Ethnic School 31/5/2018

Would like to thank you for the opportunity to quote on the following items, and look forward to doing business with you in the near future.

Product/Style	Colour	Quantity	Price Per Unit (\$ (Inc GST)	Total Price (\$) (Inc GST)
JB POLY/PIPING POLO WITH EMBROIDERED LOGO TO LEFT FRONT (APPROX 17000 STITCHES)	BLK/AQUA	50	\$31.00	\$1550.00
EMB TEXT TO BACK		50	\$8.00	\$400.00
SET-UP EMB LOGO		1	\$80.00	\$80.00
EMB SURCHARGE AS LOGO (APPROX 17000 STITCHES)		50	\$10.00	\$500.00
			TOTAL DUE	\$2530.00

Please note, logo price is based on our standard 7000 stitches.

Additional cost of \$1 for every 1000 stitches over.

Actual cost per logo will be provided with stitch out for approval.

Payment terms: all embroidered and printed garments including set up fee must be paid before order is started. Quotation valid for 14 days.



25 May 2018

Level 4
1 Little Collins Street
Melbourne VIC 3000
Telephone 13 AMES (2637)
Facsimile 03 9938 4600

To whom it may concern.

Postal Address
GPO Box 4381
Melbourne VIC 3001

ABN 49 056 993 913

www.ames.net.au

**Re: Letter of Support for the Bhutanese Australian Association SA
- The City of Salisbury funding application**

I am writing in support of the application made by the Bhutanese Australian Association of SA /Bhutanese Ethnic School for funding support to buy volunteer uniforms. AMES Australia, together with subcontracted local agencies, provides services to newly arrived refugees and humanitarian entrants in South Australia under the Humanitarian Services Program

As the lead settlement provider, we are aware of the difficulties faced by newly arrived refugees and humanitarian entrants as they settle in the Australian community. The Bhutanese community recently celebrated the 10-year anniversary of their arrival in Australia as humanitarian refugees. The northern suburbs of Adelaide are their largest settlement location. Improved social cohesion, community participation and networking are key outcomes in our service delivery focus.

We support the proposed application, as it would help with resources to support teachers, volunteers, students and parents to promote and preserve the Bhutanese language, traditions and culture. As a small emerging community, this grant would develop further opportunities for participation in extracurricular activities and volunteering exposure within the broader Australian society context.

AMES Australia believes this support would enable the Bhutanese community to build its own capacity to be more successful participants in a cohesive multi-cultural Australian society.

Please contact me if you require any further information regarding this letter of support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mirta Gonzalez'.

Mirta Gonzalez
General Manager Settlement and Asylum Seeker Program

ITEM	7.2.4
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
PREV REFS	Sport, Recreation and Grants Committee 7.2.2 09/07/2018
HEADING	15/2018: Pooraka Farm Community Centre Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The Pooraka Farm Community Centre Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the September 2018 round of Community Grants as follows:
 - a. Grant No. 15/2018: Pooraka Farm Community Centre Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of photobooth, entertainment, sausages and soft drinks for the Pooraka Farm Community Centre 25th Birthday Celebration as outlined in the Community Grant Application and additional information.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 15/2018: Pooraka Farm Community Centre Inc. - Application
2. 15/2018: Pooraka Farm Community Centre Inc. - Additional Information

1. BACKGROUND

- 1.1 The Pooraka Farm Community Centre Inc. application was originally received for the July 2018 round of Community Grants Program funding however the Application was incomplete and required further information.
- 1.2 The additional information has been received and is attached to this report.

- 1.3 The Pooraka Farm Community Centre Inc. received \$2,000 in May 2011 towards a LCD display screen, netbook and video camera.

2. REPORT

- 2.1 The original 15/2018: Pooraka Farm Community Centre Inc. Application was received for the July 2018 round of Community Grants Program funding however the Application required further information:

- the previous grant funding acquittal had not been received; and
- evidence that the Committee has *endorsed* submission of the Community Grant Application was not provided.

- 2.2 The Pooraka Farm Community Centre Inc. Application meets the eligibility criteria for funding consideration for the upper limit Community Grants Program funding.

3. CONCLUSION / PROPOSAL

- 3.1 The Pooraka Farm Community Centre Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/09/2018

6/18/2018

dwa17B7.htm

From: Pooraka Farm Community Centre [REDACTED]
Sent: Friday, 15 June 2018 10:13:17 AM
To: City of Salisbury
CC: Heather Hewitt
Subject: Community Grant Application

To whom it may concern,

Please find attached a copy of a community grant application for Pooraka Farm Community Centre's 25th birthday celebration which we are planning on holding a family/children friendly event for on Saturday, 3rd November 2018.

I have attached the grant as well as current quotes for the event which we have gathered thus far and shown a breakdown of all the costs for the proposed event.

The current photo booth quote is still on its way but I have shown a rough estimate with a quote we received last year for the family fun day event we had at Pooraka Farm Community Centre. I wouldn't imagine the cost to be too varied for this particular service.

It would be greatly appreciated if we can receive this grant to celebrate 25 years of serving the community and continue to expand awareness of the centre.

Warmest regards,

Pooraka Farm Community Centre
126 Henderson Avenue Pooraka 5095
(08) 8406 8488
poorakafcc@gmail.com

file:///C:/DATAWRKS/TEMP/4898580/dwa17B7.htm

1/1



Community Grants Program

Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered **YES** to any of these questions,
this application is **NOT** eligible for grant funding.*

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 2 of 13

Applicant Organisation Information		
1. GROUP / ORGANISATION DETAILS		
Name:	Pooraka Farm Community Centre	
Address:	126 Henderson Avenue	
Suburb:	Pooraka SA	Postcode: 5095
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)		
Name:	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> Heather Hewitt.	
Title (your role with the group/organisation):	Co-ordinator at Pooraka Farm	
Address:	126 Henderson Avenue, Pooraka SA	
Phone:	Landline: (08) 8406 8488. Mobile: [REDACTED]	
Email:	[REDACTED]	
3. COMMUNITY GRANT RESPONSIBILITY		
Name of Person Responsible for the Grant:	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> Heather Hewitt.	
Title (role with the group/organisation):	Co-ordinator at Pooraka Farm.	
4. GROUP / ORGANISATION MANAGEMENT DETAILS		
How is your group/organisation managed:	Incorporated manage committee	
Is your organisation:		
a) Incorporated:	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
ASIC Registration Number:	48633. incorporation number	
b) Operated under a Parent Organisation: (please state which parent organisation you operate under below AND attach a supporting letter from the organisation)	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
Parent Organisation		
Name:		
ASIC Registration Number:		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input checked="" type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> <i>(go to question e & f)</i>	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: <i>Pooraka Farm Community Centre Inc.</i> <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	
	Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	<i>Sue Dugan</i>	
Referee's Contact Information:	[REDACTED]	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 76 297 479378 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>NB: GST Registration</p> <p><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i></p>		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, provide details:	
INCOME	\$ AMOUNT
Project or event generated income:	\$
Organisation's contribution:	\$
Income received from other Grants: (list organisation(s) providing Grant funding and their contribution)	\$
Income received from sponsors: (list sponsor(s) and their contribution)	\$
Donations: (please specify the source, product or service and estimated amount of funding requested)	\$
Have you sought any other funding for the project: (please specify the source and amount of funding requested)	\$
TOTAL (including GST):	\$
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	Time/Labour from volunteers + students. (free labour).
EXPENSES (specify the proposed expense budget by item:)	\$ AMOUNT
Catering	\$ 550.
Marketing/promotion costs	\$ 500.
Entertainment	\$ 1200.
cake	\$ 200.
Decorations	\$ 200.
	\$
	\$
	\$
TOTAL (including GST):	\$

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	Pooraka Farm's 25th birthday celebrations ^{celebrations}
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	3/11/18 Saturday
Total cost of Project/Event	\$ 2500
Amount of Community Grant Funding Requested	\$ 2,500
Is there any other information that you may feel is relevant to your application?	
<input checked="" type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input checked="" type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input checked="" type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 7 of 13

Project/Event Details		
Previous Community Grants Program Funding		
Has your Organisation previously received a Community Grant? (if Yes – when, amount granted and what the grant was for:)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No (go to Group/Organisation Information)
When was the Grant funding received (month & year):	n/a.	
What amount of Grant funding was provided:	\$ n/a.	
When was the previous Grant acquitted (month & year):	more than 10+ years ago since grant applied for + received	
Group/Organisation Information		
Group/Organisation Name	Pooraka Farm Community Centre	
Group/Organisation Description	Community development organisation	
Group/Organisation Registered Address	Number/Street: 126 Henderson Avenue Suburb: Pooraka Postcode: 5095	
Is the Club Incorporated?	No.	
Number of Members	376 + members	
% of Membership that reside in the City of Salisbury	80% live in city of Salisbury approx	
Project/Event Details		
Project/Event Name	25th birthday celebration	
Project/Event Summary	celebration of community/culture/ Education	
Date(s) of Project/Event	3/11/18	
Location of Project/Event:	Number/Street: 126 Henderson Avenue. Suburb: Pooraka Postcode: 5095.	
How will the Project/Event benefit the residents of the City of Salisbury?	It will increase social inclusion and reduce isolation. Provide cultural awareness/acceptance	
How many individuals will benefit from the Project/Event?	Open event. Benefit current members engage, new member	
% of project/event participants that reside in the City of Salisbury	80% reside in the city of Salisbury	
If it is an Event, is it open to the public?	Open to public, All encouraged to attend	
How will the Project/Event be promoted?	Through word of mouth, flyer drop offs, connections with local business eg. goodstart child care centre, Family zone at Ingle Farm Shopping Centre etc	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 8 of 13

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p>The event is Pooraka Farm Community Centre's 25th birthday celebration. A community event which will target ALL members of our community including various cultures encouraged to attend with our main focus being around celebrating 25 years of serving the community. It will be a great celebration to raise awareness of the value of community centres and what they have to offer.</p> <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. 2. 3.

Benefits and Outcomes of the Project or Event
<p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <ul style="list-style-type: none"> - Awareness of the Pooraka Farm Community Centre / exposure. - Social inclusion - Reduce community members feeling isolated by offering a free community/family event/celebration. - increase cultural awareness.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 10 of 13

Support for the Project or Event	
<p>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</p> <p>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.)</p> <ul style="list-style-type: none"> - Community centres of South Australia - We will contact legal services/business in the area to spread awareness about the proposed event. including Family Zone at Ingle Farm Primary school. - Ingle Farm Shopping Centre - cultural grocers 	
<p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ul style="list-style-type: none"> 1. 2. 3. 	

Project or Event Management
<p><u>Ongoing Projects or Events</u></p> <p>Describe how the proposed project or event will be managed into the future: (outline how you will ensure sustainability and achieve outcomes for the project or activity)</p> <p><u>One-off Projects or Events</u></p> <p>Describe how the proposed project or event will be managed: (outline how you will achieve outcomes for the project or activity)</p> <p>The birthday celebration/event will be managed by achieving the following outcomes</p> <ul style="list-style-type: none"> - displaying social inclusion. - cultural awareness including indigenous culture - Family environment - children encouraged to attend. - Involvement of other agencies for awareness of the event - Community involvement from Pooraka Farm + volunteers

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration	
<p><i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i></p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	<input checked="" type="checkbox"/>
S2	<input checked="" type="checkbox"/>
<p><input checked="" type="checkbox"/> I acknowledge that I am authorised to make this application on behalf of the Organisation.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that the information provided in this application is true and correct.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.</p>	
<p>On behalf of <u>Pooraka Farm</u> (Group/Organisation) <u>Community Centre</u> and</p>	
<p>(Name/Position) <u>HELEN RODWELL, CHAIRPERSON</u> <u>HRodwell</u> (Signature 1)</p>	<p>(Name/Position) <u>Kerry MacGrath, Vice Chairperson</u> <u>[Signature]</u> (Signature 2)</p>
<p><u>14/6/18</u> (Date)</p>	<p><u>14/6/18</u> (Date)</p>
<p>Contact (phone number): [REDACTED]</p>	<p>Contact (phone number): [REDACTED]</p>

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your application will not be submitted for consideration until contact and verification has occurred, **no exception.**

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered



Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am providing my services as:

	Yes	No
A private recreational pursuit or hobby	<input type="checkbox"/>	<input type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input type="checkbox"/>	<input type="checkbox"/>

As such the Council is not obliged to withhold 48.5% from payments made to me.

I confirm that the above declaration is valid for all payments made by Council to our organisation. Should the situation change and I am required to hold an Australian Business Number, I will notify Council immediately.

(Group/Organisation)

(Name/Position)

(Signature)

(Date)

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 13 of 13

Re: Quote for Face Painting

Reply all | Delete Junk |

Re: Quote for Face Painting

S

Today, 11:08 AM

Reply all |

Inbox

Hi Andrea,

Thank you for your interest at [REDACTED]. The price for face painting is \$90/hour/face painter. At this stage, I'm still available, if you want to go ahead with the booking, please contact me via email as I'm overseas at the moment and will be back to Australia on the 13th June.

Regards,

[REDACTED]

Sent from my Huawei Mobile

----- Original Message -----

Subject: Quote for Face Painting

From: [REDACTED]

To: [REDACTED]

CC:

Hi Sopana,

I am writing in regards to an event we are holding at Pooraka Farm Community Centre on Saturday 3rd November 2018 from 11am to 2pm to celebrate our 25th birthday celebration.

Last year for our family fun day we received a quote from you for our services. Location is 126 Henderson avenue Pooraka SA.

Can we please receive a quote for 3 hours of your face painting services?

Kindest regards,

Andrea Yousefpour

<https://outlook.office365.com/owa/?viewmodel=ReadMessageItem&ItemID=AAMkA...> 6/06/2018

Re: New submission from Enquiry Form

Re: New submission from Enquiry Form

KU [REDACTED]
Today, 11:47 AM
Andrea Yousefpour

Reply all |

Inbox

Hello Andrea.
For the 3rd November. 3 hours 11am to 2pm. small setup \$500. Plus we sell cups of feed for \$1.00.
Regards Kirsty and Chris

Sent from my SAMSUNG Galaxy S6 on the Telstra Mobile Network

----- Original message -----

From: Andrea [REDACTED]
Date: 6/6/18 11:01 am (GMT+09:30)
To: [REDACTED]
Subject: New submission from Enquiry Form

The Farm

SA – North

Name

Andrea

Phone

08 8406 8488

Email

[REDACTED]

Activity

Special Events (Expo, Fest, Shows, etc)

Theme

25th Birthday Celebration of Pooraka Farm Community Centre

Preferred Date

*Children's
entertainment
cost
Farm Animal
Nursery.
quote.*

<https://outlook.office365.com/owa/?viewmodel=ReadMessageItem&ItemID=AAMkA...> 6/06/2018

<https://outlook.office.com/owa/projection.aspx>

Reply all |

Delete

Junk |

SS

Today, 10:50 AM

Andrea Yousefpour

Inbox

Quote for sausages from




\$7.50 kg

Estimated price for 1000 sausages: \$540.00

* Butcher
 for Quote
 for 25th B'day
 Celebrations
 Catering for BBQ.

7/06/2018, 10:51 am

~ 1

 		
We thank you for the opportunity to submit the following quotation for your consideration:-		
QUOTATION NO: 030620		
Company: POORAKA FARM COMMUNITY CENTRE		Fax No:
Attention: Andrea		Date: 06/06/2018
Description: Leaflets - Family Fun day		
Quantity 1: 5,000	Quantity 2: 0	Quantity 3: 0
Papers/Materials: 115gsm Gloss Paper		
Size: 148x210	Print Colours: Full Colour x 1 side	
Finishing/Packing: Packed/Delivered		Delivery: As required
PRE-PRESS/PROOFS: PDF Supplied		\$ 0.00 + GST
(Pre-Press is NOT included in printing prices quoted below)		
PRINTING COST: Qty: 5,000 \$ 425.00 + GST	Qty: 0 \$ 0.00 + GST	Qty: 0 \$ 0.00 + GST
Other Comments: <i>Marketing + Promotional Cost.</i>		
Client Acceptance (Please Indicate Quantity Required)		Quote By 

https://outlook.office.com/owa/projection.aspx

RE: Pooraka Farm Community Centre

Reply all | Delete Junk |

RE: Pooraka Farm Community Centre

Reply all |

TG

Today, 11:58 AM
Andrea Yousefpour

Inbox

Hello Andrea,

I am available and would love to be involved.

My quote for 3 hours is \$300 on my own as a solo performer/entertainer, \$450 on my own as a solo performer/entertainer and I will bring costumed characters for meet and greet sessions and use them in my show using one of your volunteer staff, or \$450 as a duo (male and female entertainers) and I will bring costumed characters for meet and greet sessions and use them in my show with my own staff member.

Throughout this time we can put on a music show or two, do roving balloon twisting, giant bubble making and roving characters.

Let me know whether you would like to book in one of these options.

\$350 | 3hrs
w/ costumes included
→ more chickens
enter farm etc.

From: [REDACTED]
Sent: Thursday, 7 June 2018 9:52 AM
To: [REDACTED]
Subject: Pooraka Farm Community Centre

Hi Tony,

I am writing in regards to Pooraka Farm Community Centre's 25th Birthday Celebration which we will be holding a family fun day on November 3rd, 2018 at 126 Henderson Ave, Pooraka.

Can you please send us a quote for your entertainment services as soon as possible. It will be for 3hrs, 11am-2pm.

Kind regards,

7/06/2018, 12:00 pm

1 of 2



Coca-ColaCoke Zero Cans Soft Drink 24 packCoca-Cola Coke Zero Cans Soft Drink 24 pack 375mL on special

375mL Unit Price \$2.07 per 1L

Add 1 Coca-Cola Coke Zero Cans Soft Drink 24 pack 375mL on special for \$18.60 to the trolley. save \$12.42 save \$12.42

choose a different quantity for Coca-Cola Coke Zero Cans Soft Drink 24 pack 375mL on special

Description:

Coke Zero allows you to enjoy the great classic taste of Coca-Cola, with Zero sugar and Zero calories.

Ingredients:

Carbonated Purified Water, Colour (Caramel 150d), Food Acids (338, 331), Flavour, Sweeteners (951, 950), Preservative (211), Caffeine.

<https://shop.coles.com.au/a/a-national/product/coca-cola-soft-drink-coke-zero-375ml-...> 6/06/2018

Handwritten notes:
 \$31.02 for 24 pack
 of coke zero
 \$11 box...
 total \$34.22
 Coke zero



Coca-Cola Classic Can Soft Drink 24 pack Coca-Cola Classic Can Soft Drink 24 pack 375mL on special

375mL Unit Price \$2.07 per 1L

<p>Add 1 Coca-Cola Classic Can Soft Drink 24 pack 375mL on special for \$18.60 to the trolley. save \$12.42 save \$12.42</p>
<p>choose a different quantity for Coca-Cola Classic Can Soft Drink 24 pack 375mL on special</p>

*\$31.02 for 24 pack (not on special)
x10 boxes
total \$310- (Coke)*

Description:

Coca-Cola is a sweetened, carbonated soft drink encompassing that distinct and refreshing Coke flavour you know and love. The classic take home cube will help every family member enjoy the refreshing taste of coke with every meal.

Ingredients:

Carbonated Purified Water, Cane Sugar, Colour (Caramel 150d), Food Acids (338), Flavour, Caffeine.

<https://shop.coles.com.au/a/a-national/product/coca-cola-soft-drink-coke-375ml-cans-...> 6/06/2018

Pooraka Farm Community Centre

From: [REDACTED]
Sent: Thursday, 16 March 2017 4:16 PM
To: [REDACTED]
Subject: Re: Contact Enquiry - [REDACTED]

Thank you for your enquiry. The date you have requested is currently free

As you can see, our booths are unlike any other in Adelaide. Our booths are unique in style and sophistication.

We know this because they have been custom made right here in SA for space and elegance.

We can offer you heavily discounted price of 3 hours for \$400

The majority of other companies are not comparable to us in product, quality or service.

However we are always happy for you to forward, by email, a cheaper quote and we can see if we can match it.

~~not a~~ Flyers?

Our photo booths are fitted with Canon 18mp DSLR Cameras, studio quality flash strobes and professional Dye Sub printers.

View our online gallery and you can see the quality of our photos speak for themselves!

SEE yourself and 10 (or more) friends on the 22 inch touchscreen viewing monitor as you pose for each photo!

Our booths print 2 identical touch-dry photostrips in 7 seconds.

Photostrips can have YOUR choice of 3 individual photos plus a large personal message or 4 individual photos and a footer personal message. (Postcard size is available, but is not popular or recommended)

What's included in your package:

- 3 hour usage time
- Free standing open unit (60cm x 60cm)
- Unlimited double photo strips (in guests choice of colour or black & white)

Activity

PFCC Management Committee Meeting Minutes Held March 19th 2018

Welcome

We acknowledge that this land we meet on today is the traditional lands of the Kurna people and we respect their spiritual relationship with their country. We also acknowledge the contributions of Indigenous and non-Indigenous Australians to the inclusion and empowerment of all people in the country we live in and share together.

Present:

Heather, Kerry, Sharon, Garry, Serge, Andrew, Surama, Jasmine, Naomi, Minjung

Apologies:

Helen, Dave

Sharon is accepted as a member of the Committee.

Minutes of previous meeting:

Moved by Kerry, seconded by Surama.

3. Business Arising

3.1 Birthday Celebrations: First meeting of the sub-committee March 19th, 5:30pm. Next meeting planned for April. Proposal includes events similar to the Open Day. Kerry suggested that volunteers could prepare multicultural dishes for the event. \$3000 proposed funding for the event. Jasmine proposed Council funds and pursuing private sponsorship: all in agreement

4. Grants & Funding

[REDACTED]

5. Governance

[REDACTED]

6. Reports

[REDACTED]

PFCC Management Committee Meeting Minutes Held March 19th 2018

6. Reports

[REDACTED]

7. Treasurer

[REDACTED]

8. OH&S

[REDACTED]

9. Hall Hire

[REDACTED]

Meeting closed at 20:26pm.

Date of Next Meeting: Monday Apr. 16th.

ITEM	7.2.5
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
PREV REFS	Sport, Recreation and Grants Committee 7.2.2 13/08/2018
HEADING	20/2018: Afghan National Association of Australia Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The Afghan National Association of Australia Inc. Application is submitted to the Sport, Recreation and Grants Committee for information.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 20/2018: Afghan National Association of Australia Inc. - Application

1. BACKGROUND

- 1.1 The Afghan National Association of Australia Inc. Application was received for the August 2018 round of Community Grants Program.
- 1.2 The Application was incomplete and required further information. The Applicant was invited to return the outstanding information by the utmost deadline in order for the Application to be submitted for consideration at the meeting taking place on 13 August 2018, noting the event requesting grant funding was taking place on 22 August 2018.
- 1.3 The Afghan National Association of Australia Inc. has not received prior Community Grants Program funding.

2. REPORT

2.1 The Afghan National Association of Australia Inc. Application was originally received for the August 2018 round of Community Grants Program funding however the Application was incomplete and required further information as follows:

- how the group/organisation is managed has not been adequately addressed;
- the 'Group/Organisation' section is incomplete;
- The 'Project/Event Summary' section is incomplete;
- how the project/event benefits the residents of the City of Salisbury has not been adequately addressed;
- a detailed, current quote was not provided; and
- how the proposed project or event has not been adequately addressed.

2.2 The additional information was not received prior to the date of the event taking place on 22 August 2018 which makes the application ineligible, under clause 10.2 of the Community Grants Program Guidelines and Eligibility Criteria:

Projects or events that have already commenced with the exception of those considered to be a significant new direction or enhancement of an existing project.

2.3 In addition this application is also ineligible under clause 11.2 of the Community Grants Program Guidelines and Eligibility Criteria:

Applications that are incomplete or do not contain all essential documentation may be considered ineligible or result in deferral to a subsequent round to enable an assessment to be made pending receipt of the incomplete/additional information. Applicants are requested to submit additional information within the timeframe for submission to the next round. Should the additional information not be received within three (3) months of receipt of the original application the application will be deemed ineligible and the organisation or group must submit a new application should it wish to proceed with applying for Community Grant funding.

2.4 The Applicant has been notified that their Community Grants Program Application has lapsed.

3. CONCLUSION / PROPOSAL

3.1 The Afghan National Association of Australia Inc. Application is submitted for information as per clause 11.6 of the Community Grants Program Guidelines and Eligibility Criteria:

Applications received that are identified ineligible against the funding guidelines are submitted to the Sport, Recreation and Grants Committee for information. A copy of the application and any other relevant document(s) is presented to the Sport, Recreation and Grants Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/09/2018



Community Grants Program Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered **YES** to any of these questions,
this application is **NOT** eligible for grant funding.*

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 2 of 13

Applicant Organisation Information	
1. GROUP / ORGANISATION DETAILS	
Name:	Afghan National Association of Australia Incorporated
Address:	[REDACTED]
Suburb:	Salisbury East Postcode: 5109
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)	
Name:	Mr Raz Mohammad
Title (your role with the group/organisation):	President
Address:	[REDACTED]
Phone:	Landline: [REDACTED] Mobile: [REDACTED]
Email:	[REDACTED]
3. COMMUNITY GRANT RESPONSIBILITY	
Name of Person Responsible for the Grant:	Other: Jamshid Masomi
Title (role with the group/organisation):	Treasurer
4. GROUP / ORGANISATION MANAGEMENT DETAILS	
How is your group/organisation managed:	very good
Is your organisation:	
a) Incorporated:	<div>Yes</div> <div><input checked="" type="checkbox"/></div> <div>(go to question c)</div>
ASIC Registration Number:	<div>No</div> <div><input type="checkbox"/></div> <div>(go to question b)</div>
b) Operated under a Parent Organisation: (please state which parent organisation you operate under below AND attach a supporting letter from the organisation)	<div>Yes</div> <div><input type="checkbox"/></div> <div>(go to question c)</div>
Parent Organisation	<div>No</div> <div><input type="checkbox"/></div> <div>(go to question c)</div>
Name:	
ASIC Registration Number:	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input checked="" type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> <i>(go to question e & f)</i>	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: Afghan National Association of Australia Inco <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED] Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	Joni from ARA	
Referee's Contact Information:	[REDACTED]	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 216 2 3 8 1 1 6 8 8 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i>		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (enter '0' dollar amounts below)
If Yes, provide details:	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	
Income received from other Grants: (list organisation(s) providing Grant funding and their contribution)	
Income received from sponsors: (list sponsor(s) and their contribution)	
Donations: (please specify the source, product or service and estimated amount of funding requested)	
Have you sought any other funding for the project: (please specify the source and amount of funding requested)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No \$ 100 we will get 100\$ in voucher from ARA
TOTAL (including GST):	\$ 100
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	Time, and our own cars to provide transport for our members
EXPENSES (specify the proposed expense budget by item:)	\$ AMOUNT
Hall Hire	\$ 800
musical instruments	\$ 650
Cultural instruments	\$ 600
Snaks or food	\$ 1,000
TOTAL (including GST):	\$ 3,050

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	Afghanistan Independence Day/ Eidul fitr
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	22/08/2018
Total cost of Project/Event	\$ 3,050
Amount of Community Grant Funding Requested	\$ 2,500
Is there any other information that you may feel is relevant to your application?	
<input type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 7 of 13

Project/Event Details	
Previous Community Grants Program Funding	
Has your Organisation previously received a Community Grant? (If Yes – when, amount granted and what the grant was for:)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	
What amount of Grant funding was provided:	
When was the previous Grant acquitted (month & year):	
Group/Organisation Information	
Group/Organisation Name	Afghan National Association of Australia
Group/Organisation Description	
Group/Organisation Registered Address	Number/Street: [REDACTED] Suburb: Salisbury East Postcode: 5109
Is the Club Incorporated?	yes
Number of Members	150
% of Membership that reside in the City of Salisbury	% 40
Project/Event Details	
Project/Event Name	Afghanistan independence day/ Eidul fitr
Project/Event Summary	
Date(s) of Project/Event	22/08/18
Location of Project/Event:	Number/Street: Thaberton community Hall Suburb: Postcode:
How will the Project/Event benefit the residents of the City of Salisbury?	this is very important for them
How many individuals will benefit from the Project/Event?	160 or more
% of project/event participants that reside in the City of Salisbury	% 40
If it is an Event, is it open to the public?	No No
How will the Project/Event be promoted?	through Media and people

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 2,500
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Hall hire	\$ 800
Cultural instruments/ trditional cloths 6 pairs	\$ 400
Australian and Afghan flags	\$ 200
musical instruments/ hall decoration	\$ 650
snaks/ food	\$ 450
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 2,500
Quote Attached: <i>A detailed, current quote <u>must</u> be provided with the application.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 9 of 13

Project or Event Scope

Provide a description of the proposed project or event:

The event is being held to celebrate Afghanistan Independence Day. Independence Day means a lot to the people of Afghanistan and we are celebrating this great day in Adelaide. We celebrated this great day last year and we had great outcome. we had lots of support and over 200 members, other communities leader, ARA staff and MRC staffs participated and we had great feedback. we are trying to invite multicultural SA minister, other organisation leaders, ARA staffs, MRC staffs and our community members there will be speeches, music, food or snacks and lots more.

Attachments

- ☐ There are no attachments relating to the Project or Event Scope.
- ☒ The following documents are attached relating to the Project or Event Scope:
1. Endorsment letter form board of management
 - 2.
 - 3.

Benefits and Outcomes of the Project or Event

Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:

To make sure that this great day is not forgotten for Afghans living in the Adelaide region, socializing opportunities for community members with each other, welcoming the new arrival Afghans and introducing them to other Afghans; to be included in the community. This will be a great opportunity for all to express their thoughts and feelings about living in Australia and hearing about community progress. This will be a great opportunity for members to meet new members, to engage, improve friendship and discuss their issues. This will help to reduce the stress level among community. we large numbers of members living in city of salisbury and rest of them in other suburbs of Adelaide and we will have this event in Thebarton community Hall so it will be central for everone.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 10 of 13

Support for the Project or Event
<p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p>We have a majority of our members living in City of Salisbury, with smaller numbers in other suburbs. By celebrating this event in a central location we hope to encourage all our members to attend and take part in this special event. Some of our members who are supporting this event by paying small amount of money towards buying snacks and rest of volunteers and members will support this event by providing their services in managing and providing transports to those members who are living far away or don't have cars. we will get 100\$ in voucher from ARA.</p> <p>Note: i did not attach any quote this application as i did not know the requirement but i will provide quote at later date. This request is made based on how much we spent last year but it could be slightly different this year. the date may change as it depends on our volunteers availability.</p> <p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none"> 1. 2. 3.

Project or Event Management
<p><u>Ongoing Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed into the future:</i> <i>(outline how you will ensure sustainability and achieve outcomes for the project or activity)</i></p> <p><u>One-off Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed:</i> <i>(outline how you will achieve outcomes for the project or activity)</i></p> <p>we will manage this event in future through social media, face to face meetings, calling, texting and promoting.</p>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 11 of 13

Application Declaration

Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)

Please read, tick the S1 and S2 boxes and sign:

S1 S2

- ☒ ☒ I acknowledge that I am authorised to make this application on behalf of the Organisation.
- ☒ ☒ I acknowledge that the information provided in this application is true and correct.
- ☒ ☒ I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.
- ☒ ☒ I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.
- ☒ ☒ I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.

On behalf of Afghan National Association of (Group/Organisation)

RAZ Mohammad / President
(Name/Position)

and

Jamshid Mosomi / Treasurer
(Name/Position)

(Signature 1)

(Signature 2)

(Date)

(Date)

Contact (phone number):

Contact (phone number):

Both signatories will be contacted to verify the application - a contact phone number must be provided for each.
Your Application will **not** be submitted until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 12 of 13



Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am providing my services as:

	Yes	No
A private recreational pursuit or hobby	<input type="checkbox"/>	<input checked="" type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input checked="" type="checkbox"/>	<input type="checkbox"/>

As such the Council is not obliged to withhold 48.5% from payments made to me.

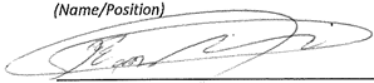
I confirm that the above declaration is valid for all payments made by Council to our organisation. Should the situation change and I am required to hold an Australian Business Number, I will notify Council immediately.

Afghan National Association of Australia

(Group/Organisation)

Raz Mohammad

(Name/Position)



(Signature)

12-7-18

(Date)

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 13 of 13

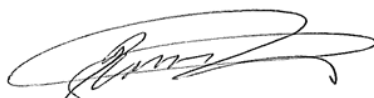
Afghan National Association of Australia In Corporate meeting minutes on 03/07/18 in [REDACTED]
rd Salisbury East SA 5109

We had the meeting with board of management on 03/07/18 and in that meeting we consensually decided to celebrate Afghanistan Independence Day which is really important to all of community members. As key people in board of management we endorse this application to get funding for this cultural event from Salisbury council. We all kindly request from Salisbury Council to support us so we can celebrate this great day.

Best Regards

Board of management of Afghan National Association of Australia In Corporate

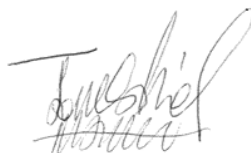
Raz Mohammad



Samiullah Sahibzada

Mohammad Zahir

Jamshid Masomi



Ibadullah



Ibrahim Hotak



Torially

Shareef Hotak Sulal
Rahsem Hotak guy
Yousof Cup

ITEM	7.2.6
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
HEADING	21/2018: Coyote-Hoops Basketball Club Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The Coyote-Hoops Basketball Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the September 2018 round of Community Grants as follows:
 - a. Grant No. 21/2018: Coyote-Hoops Basketball Club Inc. be awarded the amount of **\$2,420.00** to assist with the purchase of court hire, trophies and basketballs for the 2018 Coyote-Hoops Junior Basketball Carnival as outlined in the Community Grant Application and additional information.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 21/2018: Coyote-Hoops Basketball Club Inc. - Application
2. 21/2018: Coyote-Hoops Basketball Club Inc. - Additional Information

1. BACKGROUND

- 1.1 The Coyote-Hoops Basketball Club Inc. has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The Coyote-Hoops Basketball Club Inc. Application meets the eligibility criteria for funding consideration for the requested Community Grants Program funding.

3. CONCLUSION / PROPOSAL

- 3.1 The Coyote-Hoops Basketball Club Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

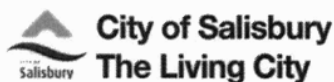
Officer: EXECUTIVE GROUP
Date: 03/09/2018



Community Grants Program Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



Live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered **YES** to any of these questions,
this application is **NOT** eligible for grant funding.*

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 2 of 13

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	Coyote Hoops Basketball Club Inc		
Address:	P.O. Box 287		
Suburb:	Campbelltown SA Postcode: 5074		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input checked="" type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> Chris Munzer		
Title (your role with the group/organisation):	Club Secretary		
Address:	P.O. Box Campbelltown SA 5074		
Phone:	Landline: NA Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input checked="" type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> Chris Munzer		
Title (role with the group/organisation):	Secretary		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	Steering Committee		
Is your organisation:			
a) Incorporated:	<table border="1"> <tr> <td> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td> No <input type="checkbox"/> (go to question b) </td> </tr> </table>	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)		
ASIC Registration Number:			
b) Operated under a Parent Organisation: (please state which parent organisation you operate under below AND attach a supporting letter from the organisation)	<table border="1"> <tr> <td> Yes <input type="checkbox"/> (go to question c) </td> <td> No <input type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)
Yes <input type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)		
Parent Organisation			
Name:			
ASIC Registration Number:			

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input checked="" type="checkbox"/> (go to question e & f)	No <input type="checkbox"/>
e) Funding source/s:	Sports Vouchers	
f) Purpose:	Subsidise the membership fee	
g) Other (please specify):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: Coyote-Hoops Basketball Club Inc <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	
	Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	Corly Farver	
Referee's Contact Information:	manager IFRC	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <small>(If Yes - Please Quote ABN;)</small> 42 988 740 614 <small>(If No, the ABN Declaration Form attached must be signed)</small>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>NB: GST Registration</p> <p><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i></p>		

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 5 of 13

Project/Event Budget Information		
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If Yes, provide details:	Nomination Fee	
INCOME	\$ AMOUNT Depends on number of teams entering	
Project or event generated income:	\$ Nomination Fee nomination numbers Validated due to final	
Organisation's contribution:	\$ As Above	
Income received from other Grants: (list organisation(s) providing Grant funding and their contribution)	\$ Nil	
Income received from sponsors: (list sponsor(s) and their contribution)	\$ Nil	
Donations: (please specify the source, product or service and estimated amount of funding requested)	\$ Nil	
Have you sought any other funding for the project: (please specify the source and amount of funding requested)	\$ NO	
TOTAL (including GST):	\$ As Above Approx \$1000	
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	Labour - equipment - insurance First Aid - Volunteered	
EXPENSES (specify the proposed expense budget by item:)	\$ AMOUNT	
Court Hire	\$ 900:00	
Programing	\$ 200:00	
Umpires	\$ 2000:00	
St John's Donation	\$ 150.00	
	\$	
	\$	
	\$	
	\$	
TOTAL (including GST):	\$ 2350	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	Coyote-Hoops Junior Basketball Carnival
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	13th & 14th October
Total cost of Project/Event	\$ 3250
Amount of Community Grant Funding Requested	\$ 3250
Is there any other information that you may feel is relevant to your application?	Non for profit community Basketball Club catering for all Cultures & Skill Levels.
<input type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. Ingle Farm Recreation Centre 2. Letter of Support
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input checked="" type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input type="checkbox"/>
Sport / Recreation	<input checked="" type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 7 of 13

Project/Event Details		
Previous Community Grants Program Funding		
Has your Organisation previously received a Community Grant? <small>(If Yes – when, amount granted and what the grant was for:)</small>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No <small>(go to Group/Organisation Information)</small>
When was the Grant funding received (month & year):	N/A	
What amount of Grant funding was provided:	\$ N/A	
When was the previous Grant acquitted (month & year):	N/A	
Group/Organisation Information		
Group/Organisation Name	Coyote-Hoops B.Ball Club	
Group/Organisation Description	Community Grass Roots Basketball	
Group/Organisation Registered Address	Number/Street: [REDACTED] Newton Suburb: Postcode: SA 5014	
Is the Club Incorporated?	Yes	
Number of Members	160	
% of Membership that reside in the City of Salisbury	90%	
Project/Event Details		
Project/Event Name	Coyote-Hoops Junior Basketball Carnival	
Project/Event Summary	Junior Basketball Carnival	
Date(s) of Project/Event	12th & 14th October 2018	
Location of Project/Event:	Number/Street: Cornal Rappena Ave Beavich Rd. Suburb: Indefarm Postcode: 5098	
How will the Project/Event benefit the residents of the City of Salisbury?	Providing competitive competition to grow the sport	
How many individuals will benefit from the Project/Event?	250 - 300	
% of project/event participants that reside in the City of Salisbury	90%	
If it is an Event, is it open to the public?	Yes	
How will the Project/Event be promoted?	Flyers, F/B, IFRC word of mouth, email Local District Clubs	

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 8 of 13

Community Grant Application - Page 9 of 13

Project or Event Scope*Provide a description of the proposed project or event:*

Community based grassroots basketball
carnival for all cultures + skill level
to grow basketball in the area.

Attachments

- ☒ There are no attachments relating to the Project or Event Scope.
- ☐ The following documents are attached relating to the Project or Event Scope:
- 1.
 - 2.
 - 3.

Benefits and Outcomes of the Project or Event*Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:*

Basically grow the sport, get young people involved.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 10 of 13

Support for the Project or Event

Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:

(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.

Ingle Farm Recreation Centre, Fido League, St John's
& affiliated basketball teams & schools.

Attachments

☐ There are no attachments relating to Support for the Project or Event.

☒ The following documents are attached relating to Support for the Project or Event:

1. Letter of support from manager Ingle Farm Rec Centre
- 2.
- 3.

Project or Event ManagementOngoing Projects or Events

Describe how the proposed project or event will be managed into the future:

(outline how you will ensure sustainability and achieve outcomes for the project or activity)

One-off Projects or Events

Describe how the proposed project or event will be managed:

(outline how you will achieve outcomes for the project or activity)

Managed by Club volunteers & members.
Co-ordination with Ingle Farm Rec Centre, St John's.
Event managed as above for last 2 years.
ambition to make it an annual event.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 11 of 13

Application Declaration	
<p><i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i></p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	<input checked="" type="checkbox"/>
S2	<input type="checkbox"/>
<p><input checked="" type="checkbox"/> I acknowledge that I am authorised to make this application on behalf of the Organisation.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that the information provided in this application is true and correct.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.</p>	
<p><input checked="" type="checkbox"/> I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.</p>	
<p style="text-align: center;"><u>Coyote-Hoops Basketball Club</u></p> <p>On behalf of _____ (Group/Organisation)</p>	
<p style="text-align: center;">/ and</p> <p>(Name/Position) <u>Chris Munzel Club Secretary</u></p> <p>(Signature 1) <u>[Signature]</u></p> <p>(Date) <u>10.8.18</u></p> <p>Contact (phone number): <u>[Redacted]</u></p>	<p style="text-align: center;">/</p> <p>(Name/Position) <u>JASON BOWMAN PRESIDENT</u></p> <p>(Signature 2) <u>[Signature]</u></p> <p>(Date) <u>11/8/18</u></p> <p>Contact (phone number): <u>[Redacted]</u></p>

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your application will not be submitted for consideration until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered



Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am providing my services as:

	Yes	No
A private recreational pursuit or hobby	<input type="checkbox"/>	<input type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input type="checkbox"/>	<input type="checkbox"/>

As such the Council is not obliged to withhold 48.5% from payments made to me.

I confirm that the above declaration is valid for all payments made by Council to our organisation. Should the situation change and I am required to hold an Australian Business Number, I will notify Council immediately.

(Group/Organisation)

(Name/Position)

(Signature)

(Date)

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 13 of 13



Ingle Farm Recreation Centre

Ingle Farm Recreation Centre
Corner of Roopena Street & Beovich Road
Ingle Farm SA 5098
T: 08 7422 1500

13th August 2018

Re: Letter of support

To Whom it may concern,

The Coyotes Hoops Basketball Club has been participating at the Ingle Farm Recreation Centre for over 20 years now. They have teams in our Junior and Senior Basketball Competitions, they use the facility for training and club meetings and the Centre is their home base.

The Club has held two carnivals over the past two years which have proven to be very popular for the local teams in the community as well as bringing external teams into the City of Salisbury area. This letter supports the application of the Coyotes Hoops Basketball Club to host a Two-Day Junior Basketball Carnival at the centre. The aim is to offer a grassroots carnival as an annual event for those team's/players who do not play at a higher level, giving them the same opportunities.

If you require any further information please do not hesitate to contact me.

Kind Regards

Carly Farrer
Centre Manager
Ingle Farm Recreation Centre

dwa4D38.txt
From: Chris [REDACTED]
Sent: Friday, 24 August 2018 12:42:56 PM
To: City of Salisbury
Subject: FW: Further Community Grant Information- Coyote-Hoops Basketball Club Inc .pdf

To Whom It May Concern,

Please Find attached additional information to be attached to the original "Community Grant" application

Kind Regards
Chris Munzer
Club Secretary
Coyote-Hoops Basketball Club Inc.

Mob [REDACTED]

Community Grant Information.pdf

Application Declaration	
<p><i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i></p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	S2
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that I am authorised to make this application on behalf of the Organisation.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that the information provided in this application is true and correct.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.	
<p style="text-align: center;"><u>Coyote-Hoops Basketball Club</u> (Group/Organisation)</p> <p style="text-align: center;">/ and</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>(Name/Position) <u>Chris Munzel Club Secretary</u></p> <p>(Signature 1) <u>[Signature]</u></p> <p>(Date) <u>10-8-18</u></p> <p>Contact (phone number): <u>[Redacted]</u></p> </div> <div style="width: 45%;"> <p>(Name/Position) <u>JASON BOWMAN PRESIDENT</u></p> <p>(Signature 2) <u>[Signature]</u></p> <p>(Date) <u>11/8/18</u></p> <p>Contact (phone number): <u>[Redacted]</u></p> </div> </div>	

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your application will not be submitted for consideration until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 12 of 13



Committee Meeting 29th May IFRC 6pm -7.30pm

Present :- Jason Bowman, Kylie Gilmour, Paul Amos & Chris Munzer

Apologies :- Kaine Armstrong & Melissa Dennis


Business:-

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. October Carnival – because of fact that the club is only breaking even at the end of the day.
It is not cost a effective event unless the centre can reduce the court hire. E-mail to be sent to Centre Management.
Make enquiries into possible grants - facilitate application where possible. e.g. " Community Grant" through the City of Salisbury Council.
E-mail "Nomination Packs" to surrounding clubs as soon as possible
5. [REDACTED]
6. [REDACTED]

Meeting closed at 7.20pm w.

Next Meeting approximately 10th July 6pm to 7.30pm

Venue :- [REDACTED]


JASON BOWMAN

Chris

From: [REDACTED]
Sent: Thursday, 23 August 2018 10:40 AM
To: Chris
Subject: RE: Community Grant
Attachments: image001.jpg; image002.jpg

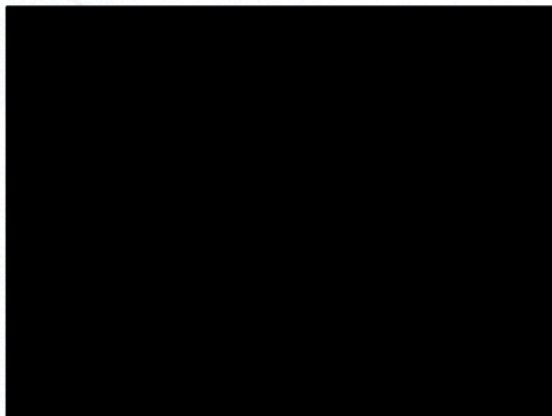
Hi Chris,

The Carnival details are:
Saturday 13th October - 8.45am – 3pm
Sunday 14th October – 9am - 5pm
Court Hire \$855.00

Cost for programming
6 hours - \$228.48

Total costs - \$1083.48

Regards



From: Chris [REDACTED]
Sent: Tuesday, 21 August 2018 3:06 PM
To: [REDACTED]
Subject: Community Grant

[REDACTED]

Page 9 of the grant application requires us to submit a written quote for the cost of the court hire for the carnival & the programming supplied by the centre – I need to submit it by the close of business Friday - the estimation I put in was \$900 for court hire & \$200 for programming .

Regards
Chris



COYOTE-HOOPS BASKETBALL CLUB Inc
PO Box 287 Campbelltown SA 5074
E-mail:- [REDACTED]
Face Book / Coyotehoopsbasketballclub

24th August 2018

To Whom It May Concern

It would be appreciated if you would consider the additional quotes for costs that will be incurred at the

Coyote-Hoops Basketball Club Inc, "Two Day Junior Basketball Carnival" to be held on 13th & 14th of October 2018.

Kind Regards
Chris Munzer
Club Secretary
Mob [REDACTED]

Coyote-Hoops Basketball Club Inc is proudly sponsored by



*Individuals, SMSF'S & all Business Entities
Offices situated at Payneham & Royal Park*

Quote

Tax Invoice

Date 24-Aug-2018

Invoice No 5342

ABN 18 640 026 287

Invoice To:

Coyotes Basketball Club
P.O. Box 287
Campbelltown SA 5074

Ship To:

Coyotes Basketball Club
P.O. Box 287
Campbelltown SA 5074

Qty	Item	Description	Price	Tax	Amount
80	Trophy	28234A	11.75	GST	940.00

Terms: Payment required on Collection

Comments:

Subtotal \$854.55

Tax \$85.45

TOTAL \$940.00

Payment \$0.00

Balance Due \$940.00

Quick

TAX INVOICE 18-00035767

Date: 24 Aug 2018
All Items Fulfilled: 24 Aug 2018

CUSTOMER DETAILS			
Billing		Delivery	
Coyotes Hoops Basketball Club		P [REDACTED]	
Coyotes Hoops Basketball Club		Account#: [REDACTED]	
Coyotes Hoops Basketball Club			
5074			

Order Comments

When products are returned in their original state, we will offer a refund within 7 days of purchase or exchange within 14 days. A product deemed faulty beyond repair, by the supplier, will warrant a refund.

DESCRIPTION:	QTY:	UNIT PRICE: (INC TAX)	TOTAL: (EX TAX)	TOTAL: (INC TAX)
SPALDING TF-ELITE SZ 7 INDOOR B/BALL - BASKETBALL AUSTRALIA (ID: 221893, 9319966620230, 5127/BA) Size: 7 / Colour: N/A	3	\$87.99	\$239.98	\$263.98 DISC: \$65.99
SPALDING TF-ELITE SZ 6 INDOOR B/BALL - BASKETBALL AUSTRALIA (ID: 221892, 9319966620247, 5126/BA) Size: 6 / Colour: N/A	3	\$88.00	\$240.00	\$264.00 DISC: \$66.00
SPALDING TF-GRIND SZ 5 IN/OUT B/BALL- BASKETBALL AUSTRALIA (3 (ID: 221881, 9319966620278, 5165/BA/2) Size: 5 / Colour: N/A	2	\$47.99	\$87.25	\$95.98 DISC: \$24.00

Freight: \$0.00 \$0.00

OUR DIRECT DEPOSIT DETAILS:

TOTAL ITEMS:	8	GRAND TOTAL:	\$567.23	\$623.96
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TOTAL PAID: \$0.00

ROUNDING: \$0.00

TOTAL DISCOUNT: DISC: \$155.99

TOTAL GST: \$56.73

BALANCE DUE: **\$623.96**

Like us on Facebook [REDACTED]

ITEM	7.2.7
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
HEADING	22/2018: Military Vehicle Preservation Society of South Australia Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The Military Vehicle Preservation Society of South Australia Inc. Application is submitted to the Sport, Recreation and Grants Committee for information.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 22/2018: Military Vehicle Preservation Society of South Australia Inc. - Application

1. BACKGROUND

- 1.1 The Military Vehicle Preservation Society of South Australia Inc. received \$2,000 Community Grants Program funding in April 2013 for a lawn tractor.
- 1.2 The Military Vehicle Preservation Society of South Australia Inc. Application is deemed ineligible in accordance with section 8.2 and 10.4 of the Guidelines and Eligibility Criteria.

2. REPORT

- 2.1 The Military Vehicle Preservation Society of South Australia Inc. Application is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria sections:
- 2.1.1 8.2 *Funding will not be considered for the following: Capital development*, as the funding is requested for an infrastructure project; and
- 2.1.2 10.4.1 *Funding will not be considered for the following: Administration and Organisational Costs – maintenance and repairs.*
- 2.2 The Military Vehicle Preservation Society of South Australia Inc. was advised that the application is ineligible.
- 2.3 The Military Vehicle Preservation Society of South Australia Inc. Application is submitted for information to the Sport, Recreation and Grants Committee.

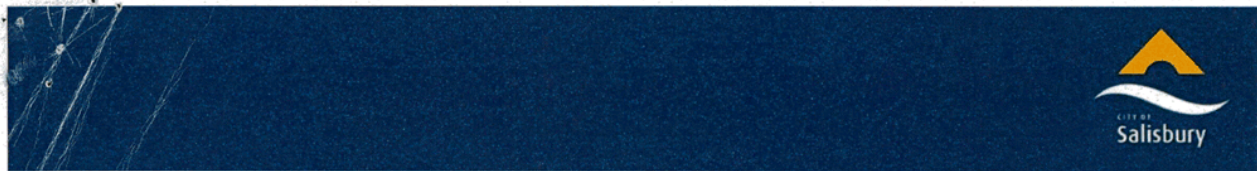
3. CONCLUSION / PROPOSAL

- 3.1 The Military Vehicle Preservation Society of South Australia Inc. Application is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria section 8.2 and 10.4 due to the funding request for infrastructure maintenance.
- 3.2 The Military Vehicle Preservation Society of South Australia Inc. Application is submitted for information as per clause 11.6 of the Community Grants Program Guidelines and Eligibility Criteria:

Applications received that are identified ineligible against the funding guidelines are submitted to the Sport, Recreation and Grants Committee for information. A copy of the application and any other relevant document(s) is presented to the Sport, Recreation and Grants Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/09/2018



Community Grants Program

Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

***If you have answered YES to any of these questions,
this application is NOT eligible for grant funding.***

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 2 of 13

Applicant Organisation Information	
1. GROUP / ORGANISATION DETAILS	
Name:	MILITARY VEHICLE PRESERVATION SOCIETY OF SA
Address:	PO BOX 174
Suburb:	SALISBURY Postcode: 5108
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)	
Name:	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> ALAN (JACK) BENNEY
Title (your role with the group/organisation):	GRANTS COORDINATOR
Address:	[REDACTED]
Phone:	Landline: N/A Mobile: [REDACTED]
Email:	[REDACTED]
3. COMMUNITY GRANT RESPONSIBILITY	
Name of Person Responsible for the Grant:	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> ALAN (JACK) BENNEY
Title (role with the group/organisation):	GRANTS COORDINATOR
4. GROUP / ORGANISATION MANAGEMENT DETAILS	
How is your group/organisation managed:	ELECTED COMMITTEE / CONSTITUTION
Is your organisation:	
a) Incorporated:	Yes <input checked="" type="checkbox"/> (go to question c) No <input type="checkbox"/> (go to question b)
ASIC Registration Number:	8910
b) Operated under a Parent Organisation: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small>	Yes <input checked="" type="checkbox"/> (go to question c) No <input type="checkbox"/> (go to question c)
Parent Organisation Name:	MILITARY VEHICLE PRESERVATION SOCIETY OF SOUTH AUSTRALIA
ASIC Registration Number:	8910

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input checked="" type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: MILITARY VEHICLE PRESERVATION SOCIETY OF SA INC. <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED] Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name: RAYMOND	HALL	
Referee's Contact Information: [REDACTED]		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 36 547 733 430 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>NB: GST Registration</p> <p><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i></p>		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, provide details:	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 2,500-00
Organisation's contribution:	\$ 2,829-50
Income received from other Grants: (list organisation(s) providing Grant funding and their contribution)	\$ N/A
Income received from sponsors: (list sponsor(s) and their contribution)	\$ N/A
Donations: (please specify the source, product or service and estimated amount of funding requested)	\$ N/A
Have you sought any other funding for the project: (please specify the source and amount of funding requested)	\$ N/A
TOTAL (including GST):	\$ 5,329-50
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	VOLUNTEER LABOUR
EXPENSES (specify the proposed expense budget by item:)	\$ AMOUNT
	\$ 5,329-50
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 5,329-50

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	PROSECT BITUMEN
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	N/A
Total cost of Project/Event	\$5,329-50
Amount of Community Grant Funding Requested	\$2,500-00
Is there any other information that you may feel is relevant to your application?	A MANDATORY REQUIREMENT TO UPDATE THE FIRE SUPPRESSANT SYSTEM WITHIN THE MUSEUM TO COMPLY WITH STATE LEGISLATION.
<input checked="" type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 7 of 13

Project/Event Details		
Previous Community Grants Program Funding		
Has your Organisation previously received a Community Grant? (If Yes – when, amount granted and what the grant was for:)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No (go to Group/Organisation Information)
When was the Grant funding received (month & year):	N/A	
What amount of Grant funding was provided:	\$ N/A	
When was the previous Grant acquitted (month & year):	N/A	
Group/Organisation Information		
Group/Organisation Name	MILITARY VEHICLE PRESERVATION SOCIETY SA	
Group/Organisation Description	NATIONAL MILITARY VEHICLE MUSEUM	
Group/Organisation Registered Address	Number/Street: 10 STURTON ROAD Suburb: EDINBURGH PS Postcode: 5111	
Is the Club Incorporated?	YES	
Number of Members	150	
% of Membership that reside in the City of Salisbury	37%	
Project/Event Details		
Project/Event Name	PROJECT BITUMEN	
Project/Event Summary	RESURFACE DRIVEWAY AT THE MUSEUM	
Date(s) of Project/Event	DECEMBER 2018	
Location of Project/Event:	Number/Street: 10 STURTON RD Suburb: EDINBURGH PS Postcode: 5111	
How will the Project/Event benefit the residents of the City of Salisbury?	SAFETY OF MEMBERS AND VISITORS TO THE MUSEUM	
How many individuals will benefit from the Project/Event?	ALL MUSEUM MEMBERS AND NUMEROUS VISITORS TO THE MUSEUM	
% of project/event participants that reside in the City of Salisbury	37% MEMBERS PLUS GENERAL PUBLIC	
If it is an Event, is it open to the public?	YES	
How will the Project/Event be promoted?	OPEN EVERY SUNDAY	

to avoid delays please ensure that your application form is completed in its entirety - **all questions must be answered**

Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 5329-50
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
8-5 TONNES BITUMEN	\$ 4845-00
GST	\$ 484-50
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 5329-50
Quote Attached:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>
<i>A detailed, current quote <u>must</u> be provided with the application.</i>	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 9 of 13

Project or Event Scope

Provide a description of the proposed project or event:

A MANDATORY REQUIREMENT EXISTED TO UPDATE THE FIRE SUPPRESSANT SYSTEM TO COMPLY WITH STATE FIRE LEGISLATION. THIS TASK WAS COMPLETED AT A TOTAL COST TO THE MUSEUM OF \$130,000.00 (FULLY FUNDED BY THE MUSEUM) THIS TASK COMPRISED OF DIGGING UP THE ROAD INTO THE MUSEUM AND CARPARK AREA TO LAY NEW PRESSURE PIPES, RECYCLED WATER, DOMESTIC WATER, STREET LIGHTING AND LOUD SPEAKER SYSTEM.

THIS GRANT IS REQUESTED TO ASSIST WITH FUNDING TO RESURFACE THE ENTRANCE AND ROAD INTO THE MUSEUM. THIS PROJECT WILL ALSO BENEFIT A MAJORITY OF VISITORS WHO HAVE MOBILITY ISSUES, WHICH WILL ENSURE THE NATIONAL MILITARY VEHICLES MUSEUM IS A DISABLED FRIENDLY ATTRACTION FOR ALL MEMBERS OF THE SALISBURY ~~COMMUNITY~~ COMMUNITY AND ALL VISITORS IN GENERAL.

Attachments

- ☒ There are no attachments relating to the Project or Event Scope.
- ☐ The following documents are attached relating to the Project or Event Scope:
- 1.
 - 2.
 - 3.

Benefits and Outcomes of the Project or Event

Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:

TO PROVIDE A SAFE ENVIRONMENT FOR ALL VISITORS TO THE MUSEUM TO COMPLY WITH SAFETY LEGISLATION.

TO PROVIDE A ENVIRONMENTALLY VISUAL ENHANCEMENT AT THE MUSEUM WHICH ADDS SIGNIFICANT VALUE TO THE SALISBURY AREA AS A UNIQUE TOURIST ATTRACTION. THE MUSEUM IS LISTED ON THE STATE HERITAGE ~~LISTING~~ ^{LISTING} FACILITY LISTING.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 10 of 13

Support for the Project or Event

Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:

(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.

1. PRESERVING A STATE HERITAGE LISTED BUILDING AND HELPING TO PRESERVE SALISBURY HISTORY.
2. SUPPORTS THE NATIONAL MILITARY VEHICLE MUSEUMS COMMITMENT TO TOURISM IN SALISBURY
3. SUPPORTS THE MUSEUMS VOLUNTEER MEMBERS, PRESERVATION SOCIETY AND THE VOLUNTEERS AND MEMBERS, WHICH THE ABOVE ORGANISATION ALSO SUPPORTS. ANZAC DAY, AUSTRALIA DAY, CHRISTMAS PARADES AND OTHER COMMUNITY ORGANIZATIONS

Attachments

- ☒ There are no attachments relating to Support for the Project or Event.
- ☐ The following documents are attached relating to Support for the Project or Event:
- 1.
 - 2.
 - 3.

Project or Event Management

Ongoing Projects or Events N/A

*Describe how the proposed project or event will be managed into the future:
(outline how you will ensure sustainability and achieve outcomes for the project or activity)*

One-off Projects or Events





*Describe how the proposed project or event will be managed:
(outline how you will achieve outcomes for the project or activity)*

ONE OFF PROJECT THAT WILL BE MANAGED BY THE SAFETY AND SENIOR COMMITTEE OFFICERS OF THE MILITARY VEHICLE PRESERVATION SOCIETY OF SOUTH AUSTRALIA (NATIONAL MILITARY VEHICLE MUSEUM).

THE RESURFACING OF THE ENTRANCE AND ROAD INTO THE MUSEUM HAS BEEN SEEKED AND SOURCED BY ACE BITUMEN CONTRACTORS WHICH IS IN THE SALISBURY COUNCIL AREA SUPPORTING BUSINESS AND JOBS IN THE LOCAL AREA

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 11 of 13

Application Declaration	
<p>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	S2
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that I am authorised to make this application on behalf of the Organisation.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that the information provided in this application is true and correct.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.	
<p>On behalf of <u>MVPSSA Inc</u> (Group/Organisation)</p>	
<p>David Carmen President (Name/Position)</p>	<p>and Ryan Vallis / Treasurer (Name/Position)</p>
<p> (Signature 1)</p>	<p> (Signature 2)</p>
<p><u>14/8/18</u> (Date)</p>	<p><u>14/8/18</u> (Date)</p>
<p>Contact (phone number): </p>	<p>Contact (phone number): </p>

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your application will not be submitted for consideration until contact and verification has occurred, **no exception.**

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered



Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am providing my services as:

	Yes	No
A private recreational pursuit or hobby	<input type="checkbox"/>	<input type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input type="checkbox"/>	<input type="checkbox"/>

As such the Council is not obliged to withhold 48.5% from payments made to me.

I confirm that the above declaration is valid for all payments made by Council to our organisation. Should the situation change and I am required to hold an Australian Business Number, I will notify Council immediately.

(Group/Organisation)


(Name/Position)

(Signature)

(Date)

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 13 of 13



19 March, 2018

Military Vehicle Preservation Society of SA
Attention: Mr Hugh Davis


Dear Sir,

Re: National Military Vehicle Museum – 10 Sturton Road, Edinburgh

We take pleasure in submitting our quotation to tack coat, supply and lay 30mm of 10mm dense grade hotmix repairs by hand on approx. 100 M2 of base prepared by others – approx. 8.5 tonnes @ \$570.00 per tonne = \$4,845.00

The above price is exclusive of GST and subject to an inspection of the base prior to work being undertaken. This price is also subject to rise and fall.

We will not accept responsibility for asphalt failure caused by inadequate construction and compaction of base by others.

No allowance has been made for traffic control or inductions.

Our terms are payment in 30 days – no retentions or bank guarantees.

Should you have any queries please do not hesitate to contact the writer.

Yours faithfully,






CAN I JOIN?

To join Cadets you must:

- Be a resident of Australia
- Be aged between 12 ½ and 17 years (but stay until you are 19)
- Provide a statement from your doctor confirming you are able to participate in Cadet activities
- Not be a member of any other Cadet organisation or the Australian Defence Force
- Be able to attend the activities of the unit you wish to join
- Agree to abide by the AAC Code of Conduct
- Complete an application form and have it signed by your parent or guardian
- Have your application accepted by a Unit Commander

HOW DO I JOIN?

You can find out more about Army Cadets by going to the Army Cadet website at www.cadetnet.gov.au/aac and find a Unit in a location nearest to you. Some Units accept recruits at any time, while others have specific recruiting periods.

Have some serious fun!

Courage, Initiative, Teamwork

Contact Details...

KAIN NEALE
OFFICER
COMMANDING
49 ARMY CADET UNIT
MOB: 0400456000

49 Regional Cadet Unit
Elizabeth Training Depot
Broadmeadows Road
SMITHFIELD SA 5114
CA 1830 to 2200 hrs
Ph: 0854 6177

"Australian Defence Force Cadets and cadet staff are drawn from a diverse range of unique backgrounds and experiences. All are committed to providing and enjoying a positive and safe youth development experience, respecting the value and dignity of all people, and recognising the particular rights and needs of young people."

ADF Cadets aim to be inclusive of all young people and staff, including those with disabilities, health conditions and allergies. All reasonable steps will be taken to include any person whose individual circumstances may necessitate special consideration in cadet unit activities, provided such steps do not jeopardize the safety or cadet experience of others.

Once certain age, citizenship, medical management and parental support requirements are met; all young people will have the opportunity join one of the three cadet organisations: Australian Navy Cadets, Australian Army Cadets or Australian Air Force Cadets."

DPS JUN01/10



A RISING GENERATION UNDER A RISING SUN



Joining the Australian Army Cadets is your chance to experience adventurous activities in a military setting. You'll make friends with Cadets from different cultures and all walks of life.

Cadet life is physical but not risky - and you won't have to be a superwoman or superman. Safety is always a top priority and with more than 220 Cadet Units Australia-wide, there's sure to be one near you.

WHAT'S IT ALL ABOUT?

The Australian Army Cadets is a community - based, Defence - sponsored, youth development organisation of some 14,000 Cadets and 1100 Cadet Staff that provides adventurous, fulfilling and educational military-like activities for young people, in a military environment.

It teaches young Australians, aged between 12½ and 19 years, the value of friendship, self-discipline, respect and a spirit of adventure. It also instils the Army values of teamwork, initiative and moral courage.

WHAT WILL I DO AND LEARN?

As an Army Cadet you'll be offered challenging & inspiring experiences. You will learn valuable life and work skills. As a Cadet you will -

- Make new friends
- Be part of a team
- Learn to take responsibility
- Have fun
- Gain leadership skills
- Learn bush skills like canoeing, communications, abseiling, fieldcraft, orienteering and map reading
- Undertake tough adventure training and go bush, compete for marksmanship prizes and attempt to qualify for the Duke of Edinburgh Award
- Visit Army bases, attend annual camps and participate in challenging opportunities during the school holidays and on weekends

WHAT ABOUT UNIFORMS, EQUIPMENT AND FEES?

We provide uniforms and most equipment, and when you go on annual camp we provide the accommodation, food and travel. Each Cadet Unit has its own fee structure or charges for certain activities like bivouacs. Some of the equipment issued to cadets includes:

- Boots
- Disruptive Pattern Camouflage Uniform (DPCU)
- Basic bush camping gear

WHO WILL INSTRUCT ME?

Cadets learn from Officers and Instructors of Cadets who supervise and instruct Cadets, along with serving Army personnel who work hand in hand with the organisation to support Army Cadet activities. In some cases, civilian volunteers with special skills will be used to assist with the instruction of Cadets.

JOINING THE AUSTRALIAN ARMY CADETS IS YOUR CHANCE TO EXPERIENCE ADVENTUROUS ACTIVITIES IN A MILITARY SETTING. YOU'LL MAKE FRIENDS WITH CADETS FROM DIFFERENT CULTURES AND ALL WALKS OF LIFE.

ITEM	7.2.8
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
HEADING	23/2018: United Indians of South Australia Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The United Indians of South Australia Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the September 2018 round of Community Grants as follows:
 - a. Grant No. 23/2018: United Indians of South Australia Inc. be awarded the amount of **\$2,500.00** to assist with hall hire (exclusive of bond) for the 2018 Australia Cha Raja event as outlined in the Community Grant Application and additional information.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 23/2018: United Indians of South Australia Inc. - Application
2. 23/2018: United Indians of South Australia Inc. - Additional Information

1. BACKGROUND

- 1.1 The United Indians of South Australia Inc. has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The United Indians of South Australia Inc. Application meets the eligibility criteria for funding consideration for the upper limit Community Grants Program funding, noting that the Applicant has sourced financial contributions by way of sponsors and donations and has applied for grant funding for this event for which the outcome is pending.

3. CONCLUSION / PROPOSAL

- 3.1 The United Indians of South Australia Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/09/2018

8/20/2018

dwa8F03.htm

From: kapil Chousalkar [REDACTED]
Sent: Wednesday, 15 August 2018 5:46:54 PM
To: City of Salisbury
Subject: Community Grants application- UIOSA

Dear Salisbury Council grants team,

on behalf of United Indian Association of South Australia, I am sending our grant application attached with this email.

The grant application is for the event "Australia Cha Raja" which is the largest Ganesh Festival celebrated in Australia and in southern hemisphere.

In last two years, UIOSA has successfully organised this event in Parafield Gardens. This event was attended by 6000 people in 2017. I am also sending the weblinks/ video links of the event from the year 2017.

Thank you and look forward to hearing from you.

Best wishes

Kapil Chousalkar
Grant officer, UIOSA
[REDACTED]



Community Grants Program Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



City of Salisbury
The Living City

live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

***If you have answered YES to any of these questions,
this application is NOT eligible for grant funding.***

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Community Grant Application - Page 2 of 13

Applicant Organisation Information		
1. GROUP / ORGANISATION DETAILS		
Name:	United Indians of South Australia	
Address:	[REDACTED]	
Suburb:	FERRYDEN PARK	Postcode: 5010
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)		
Name:	Mr Sadanand More	
Title (your role with the group/organisation):	President	
Address:	[REDACTED]	
Phone:	Landline: Mobile: [REDACTED]	
Email:	[REDACTED]	
3. COMMUNITY GRANT RESPONSIBILITY		
Name of Person Responsible for the Grant:	Other: Kapil Chousalkar	
Title (role with the group/organisation):	Grant Officer	
4. GROUP / ORGANISATION MANAGEMENT DETAILS		
How is your group/organisation managed:		
Is your organisation:		
a) Incorporated:	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
ASIC Registration Number:	A43022	
b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	Yes <input type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)
Parent Organisation		
Name:		
ASIC Registration Number:		

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Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: UIOSA United Indians of South Australia <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	
	Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	Sridhar Nannapneni	
Referee's Contact Information:	Dehrit - [REDACTED]	

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Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 2 1 5 1 6 7 2 8 6 7 8 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i>		

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Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (enter '0' dollar amounts below)
If Yes, provide details:	
INCOME	\$ AMOUNT
Project or event generated income:	
Organisation's contribution:	
Income received from other Grants: (list organisation(s) providing Grant funding and their contribution)	
Income received from sponsors: (list sponsor(s) and their contribution)	
Donations: (please specify the source, product or service and estimated amount of funding requested)	
Have you sought any other funding for the project: (please specify the source and amount of funding requested)	<input type="checkbox"/> Yes <input type="checkbox"/> No
TOTAL (including GST):	\$ 0
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	
EXPENSES (specify the proposed expense budget by item:)	\$ AMOUNT
TOTAL (including GST):	\$ 0

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Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	Australia Cha Raja
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	15th and 16th September 2018
Total cost of Project/Event	\$ 0
Amount of Community Grant Funding Requested	\$ 5,000
Is there any other information that you may feel is relevant to your application?	The Ganesh festival celebrates Lord Ganesha as the symbol of New Beginnings, the Remover of Obstacles as well as the idol of intelligence. The festival is primarily celebrated at home and in public by local community groups in Australia. The celebrations of the festival are popular, and organised by the UIOSA team with the help of volunteers in South Australia.
<input type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

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Community Grant Application - Page 7 of 13

Project/Event Details	
Previous Community Grants Program Funding	
Has your Organisation previously received a Community Grant? <i>(If Yes – when, amount granted and what the grant was for:)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	
What amount of Grant funding was provided:	
When was the previous Grant acquitted (month & year):	
Group/Organisation Information	
Group/Organisation Name	United Indians of South Australia
Group/Organisation Description	UIOSA
Group/Organisation Registered Address	Number/Street: [REDACTED] Suburb: FERRYDEN PARK Postcode: 5010
Is the Club Incorporated?	
Number of Members	90
% of Membership that reside in the City of Salisbury	% 35
Project/Event Details	
Project/Event Name	Australia Cha Raja
Project/Event Summary	The festival involves series of musical performances
Date(s) of Project/Event	15th and 16th of September
Location of Project/Event:	Number/Street: [REDACTED] Salisbury Hwy Suburb: Salisbury Postcode: 5107
How will the Project/Event benefit the residents of the City of Salisbury?	Participation of young children and aged people. Event will be attended by up to 7000 people which will promote business.
How many individuals will benefit from the Project/Event?	7,000
% of project/event participants that reside in the City of Salisbury	% 40
If it is an Event, is it open to the public?	Yes <input type="checkbox"/>
How will the Project/Event be promoted?	Flyers, Electronic and social media

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Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 5,000
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Hiring a hall	\$ 5,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 5,000
Quote Attached:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>
<i>A detailed, current quote <u>must</u> be provided with the application.</i>	

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Community Grant Application - Page 9 of 13

Project or Event Scope*Provide a description of the proposed project or event:*

The Ganesh Festival in South Australia has been celebrated from last two years. In both years, This festival marks the birthday of Lord Ganesh, is one of the most popular deities. People from several religion (including skihis and Bhudihst) have respect for Ganapati. On the day of the Chaturthi the festival is accompanied by drum beats, devotional songs and dancing. Adults and kids from several cultures (across asia and Australia) participate in culturural activities such as drum beats and dance. The participants travel from Adelaide and remote SA region (Renmark, Mount Gambier and Barossa) to participate and attend the event. In 2016, there were 35 performances over two days, in 2017 there were more than 50 performances out of which 30 performances were from from children's group (aged 4-13). The event has not only attracted large crowd but also attracted participants from all over SA and interstate (such as VIC and NSW) for participation in cultural and arts related activities. This year, we have expression of interest from several people for participation in the event. The event also provides platform for artists from all age groups to display their talent. The preparation for the festival starts from May- June onwards for many groups. Many dance and music group start their preparations early in the year. The practise sessions are held over the weekend. These sessions are typically conducted over 3-4 hrs. The practise sessions increase the interactions amongst the participants where they get to know each other. The interaction helps them in many ways such as knowing more about each others culture, opportunities in respective arts, courses related to arts and or culture. During the event, various artist groups become close knit family/friends who cherish their memories, make long term friends, improve their performance skill set, and share career opportunities with each other. The dance groups and choreographers also get an opportunity to promote their business through this event. During the event in 2017, about 200 young kids from different age groups and schools and ethnic background participated in the event. The response from parents and children was excellent and parents were very supportive. The children who performed during this event were also invited to perform on other occasions after the event. Ganesh is associated with knowledge, dance and music. Any cultural program starts in the name of Ganesh; Ganesh festival is celebrated all across world in different nations viz. USA, Canada, China, Thailand, India, and many more. The 11 ft Ganesh idol will be the largest Ganesh idol outside India for any such festival.

Attachments

- ☐ There are no attachments relating to the Project or Event Scope.
- ☐ The following documents are attached relating to the Project or Event Scope:
- 1.
 - 2.
 - 3.

Benefits and Outcomes of the Project or Event*Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:*

The magnificent and beautifully decorated idol prepared in India and will be exhibited in this festival to all visitors. UIOSA will use all possible means to reach maximum Australian residents through media, social media and public platforms and expects more than 8000 people from all linguistic, cultural and regional background for this celebration over two days. UIOSA will also reach to different schools all across SA and provide the young artists a stage for their art performances (some schools have already agreed and we are writing to others as well) and a chance to all visitors to witness their talents.

In the year 2018, we are expecting that this festival will run at a large scale and we are anticipating bigger crowd. In order to manage the big event, we are seeking for the federal government support. We have successfully conducted, coordinated and executed this event for the last two years. Organizing committee is intending to run it for several years in future. There were more than 80 volunteers who helped to coordinate and execute the event. The event was live telecasted by multiple local and Indian televisions. The event was also covered by national and international media. It was an attractive and spell binding decoration by best of the decorators. There was a local participation with exposure of multicultural communities to local businesses. This year we are anticipating that more than 8000 people will attend the event over two days. This will promote the salisbury in general and also promote the local business in the council area.

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Community Grant Application - Page 10 of 13

Support for the Project or Event

Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:

(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.

Attachments

- ☐ There are no attachments relating to Support for the Project or Event.
- ☒ The following documents are attached relating to Support for the Project or Event:

1. Quote
2. Links from previous years event
- 3.

Project or Event ManagementOngoing Projects or Events

Describe how the proposed project or event will be managed into the future:
(outline how you will ensure sustainability and achieve outcomes for the project or activity)

One-off Projects or Events

Describe how the proposed project or event will be managed:
(outline how you will achieve outcomes for the project or activity)

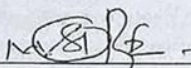

UIOSA (United Indians of South Australia) is an incorporated organisation formed in 2016 to celebrate the diverse multiculturalism in South Australia through various festivals and cultural activities. UIOSA appreciates cultural harmony amongst all ethnic backgrounds living melodiously in South Australia for years and years together and is committed to render all its organisational support to nurture the same. UIOSA has a organizing committee to organise this event. organizing committee consists of President, Vice President, Treasurer, Secretary, team leaders of various teams (such as catering, cleaning, crowd control, traffic, stage management, cultural activity management, audiovisual management), compliance officer, Public relations officer etc. This committee meets on regular basis to discuss the arrangements and planning of the festival. The project "Australia Cha Raja" will be ongoing project in future and the organising committee will organise this event with the team of volunteers. Every year, the UIOSA is growing and receiving attraction nationally and internationally.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration	
<p>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	S2
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that I am authorised to make this application on behalf of the Organisation.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that the information provided in this application is true and correct.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.	
<p>On behalf of <u>UIOSA</u> (Group/Organisation)</p>	
<p>Sadanand Mary (Name/Position) President</p>	<p>and Kapil Choudhary, Grant Officer (Name/Position)</p>
<p>_____ (Signature 1)</p>	<p>_____ (Signature 2)</p>
<p><u>15/8/18</u> (Date)</p>	<p><u>15/8/18</u> (Date)</p>
<p>Contact (phone number):</p>	<p>Contact (phone number):</p>

Both signatories will be contacted to verify the application - a contact phone number must be provided for each.
Your Application will **not** be submitted until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration	
<p><i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i></p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	<p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that I am authorised to make this application on behalf of the Organisation.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that the information provided in this application is true and correct.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.</p>
<p>On behalf of <u>UIOSA</u> (Group/Organisation)</p>	
<p>Sadanand Mary (Name/Position) President</p> <p><u></u> (Signature 1)</p> <p><u>15/8/18</u> (Date)</p> <p>Contact (phone number): <div style="background-color: black; width: 150px; height: 1.2em; margin-top: 5px;"></div></p>	<p>and Kapil Chousalkar, Grant officer (Name/Position)</p> <p><u></u> (Signature 2)</p> <p><u>15/8/18</u> (Date)</p> <p>Contact (phone number): <div style="background-color: black; width: 150px; height: 1.2em; margin-top: 5px;"></div></p>

Both signatories will be contacted to verify the application - a contact phone number must be provided for each.
Your Application will **not** be submitted until contact and verification has occurred, no exception.

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QUOTATION

QUOTE #	DATE
2	30/4/18
	VALID UNTIL
	1709/2018

CUSTOMER INFO

UNITED INDIANS OF SA

Phone: [REDACTED]

DESCRIPTION OF WORK

HALL HIRE FEE FOR MAIN HALL 1 & 2 ON 14, 15 AND 16 OF SEPTEMBER 2018

ITEMIZED COSTS	QTY	UNIT PRICE	AMOUNT
Main Hall 1 & 2 Hire Fee for 14 - 9 - 18	1	\$2,400.00	\$2,400.00
Main Hall 1 & 2 Hire Fee for 15- 9 - 18	1	\$2,400	\$2,400
Main Hall 1 & 2 Hire Fee for 16 - 9 - 18	1	\$2,400.00	\$2,400.00
			-
			-
			-
			-
			-
			-
<i>Thank you for your business!</i>		SUBTOTAL	7,200.00
		TOTAL QUOTE	\$7,200.00

This quotation is not a contract or a bill. It is our best guess at the total price for the service and goods described above. The customer will be billed after indicating acceptance of this quote. Payment will be due prior to the delivery of service and goods.

Customer Acceptance

x		30/4/18
---	--	---------

Signature

Printed Name

Date

If you have any questions, please contact [REDACTED]

Links from previous year's festival

Artistic Support Material	URL	https://www.youtube.com/channel/UCfxQANSXbax42rvpkiCzNfQ	
Additional Artist Material (eg Bio or CV)	URL	http://www.mudradanceacademy.com.au/	Mudra Dance Academy is one of Adelaide's largest and finest Indian dance schools.
Artistic Support Material	URL	https://www.facebook.com/goonjatl/	Brief information from Goonj music band group.
Artistic Support Material	URL	http://www.uiosa.org.au/	URL about the festival and different performances.
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Links from previous year's festival

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Artistic Support Material	URL	http://www.uiosa.org.au/	URL about the festival and different performances.
Artistic Support Material	URL	http://www.uiosa.org.au/	URL about the festival and different performances.

8/28/2018

dwaDB38.htm

From: kapil Chousalka [REDACTED]
Sent: Friday, 24 August 2018 11:39:25 AM
To: City of Salisbury
CC: Sadanand More; United Indians of South Australia - UIOSA
Subject: Re: Community Grants application- UIOSA

Dear Salisbury city council grants team,
I am sending this email regarding the grant application that we submitted to the council on 15th of August. In relation to our application, we received a letter on 20th of August seeking more information regarding our grant application.
I am sending the relevant information in support of our grant application.

The attachment of this email includes,
Original grant application that was submitted.
Letter that was sent to us
Additional information document addressing all questions that were raised.
Minutes of last three meetings from our organisation
Letter of endorsement from the UIOSA exec body- To whom it may concern
Support letters from organisations.

Thank you for considering our application. If you have further questions, please feel free to ask.

Best wishes,
Kapil

On Wed, Aug 15, 2018 at 5:46 PM kapil Chousalka [REDACTED] wrote:
Dear Salisbury Council grants team,

on behalf of United Indian Association of South Australia, I am sending our grant application attached with this email.

The grant application is for the event "Australia Cha Raja" which is the largest Ganesh Festival celebrated in Australia and in southern hemisphere.

In last two years, UIOSA has successfully organised this event in Parafield Gardens. This event was attended by 6000 people in 2017. I am also sending the weblinks/ video links of the event from the year 2017.

Thank you and look forward to hearing from you.

Best wishes

Kapil Chousalkar
Grant officer, UIOSA
[REDACTED]



Community Grants Program Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



City of Salisbury
The Living City

live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered **YES** to any of these questions,
this application is **NOT** eligible for grant funding.*

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 2 of 13

Applicant Organisation Information		
1. GROUP / ORGANISATION DETAILS		
Name:	United Indians of South Australia	
Address:	[REDACTED]	
Suburb:	FERRYDEN PARK	Postcode: 5010
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)		
Name:	Mr Sadanand More	
Title (your role with the group/organisation):	President	
Address:	[REDACTED]	
Phone:	Landline: Mobile: [REDACTED]	
Email:	[REDACTED]	
3. COMMUNITY GRANT RESPONSIBILITY		
Name of Person Responsible for the Grant:	Other: Kapil Chousalkar	
Title (role with the group/organisation):	Grant Officer	
4. GROUP / ORGANISATION MANAGEMENT DETAILS		
How is your group/organisation managed:		
Is your organisation:		
a) Incorporated:	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
ASIC Registration Number:	A43022	
b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	Yes <input type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)
Parent Organisation		
Name:		
ASIC Registration Number:		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: UIOSA United Indians of South Australia <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	
	Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	Sridhar Nannapneni	
Referee's Contact Information:	Dehish - [REDACTED]	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 2 1 5 1 6 7 2 8 6 7 8 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i>		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (enter '0' dollar amounts below)
If Yes, provide details:	
INCOME	\$ AMOUNT
Project or event generated income:	
Organisation's contribution:	
Income received from other Grants: (list organisation(s) providing Grant funding and their contribution)	
Income received from sponsors: (list sponsor(s) and their contribution)	
Donations: (please specify the source, product or service and estimated amount of funding requested)	
Have you sought any other funding for the project: (please specify the source and amount of funding requested)	<input type="checkbox"/> Yes <input type="checkbox"/> No
TOTAL (including GST):	\$ 0
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	
EXPENSES (specify the proposed expense budget by item:)	\$ AMOUNT
TOTAL (including GST):	\$ 0

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	Australia Cha Raja
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	15th and 16th September 2018
Total cost of Project/Event	\$ 0
Amount of Community Grant Funding Requested	\$ 5,000
Is there any other information that you may feel is relevant to your application?	The Ganesh festival celebrates Lord Ganesha as the symbol of New Beginnings, the Remover of Obstacles as well as the idol of intelligence. The festival is primarily celebrated at home and in public by local community groups in Australia. The celebrations of the festival are popular, and organised by the UIOSA team with the help of volunteers in South Australia.
<input type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 7 of 13

Project/Event Details	
Previous Community Grants Program Funding	
Has your Organisation previously received a Community Grant? <i>(If Yes – when, amount granted and what the grant was for:)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	
What amount of Grant funding was provided:	
When was the previous Grant acquitted (month & year):	
Group/Organisation Information	
Group/Organisation Name	United Indians of South Australia
Group/Organisation Description	UIOSA
Group/Organisation Registered Address	Number/Street: [REDACTED] Suburb: FERRYDEN PARK Postcode: 5010
Is the Club Incorporated?	
Number of Members	90
% of Membership that reside in the City of Salisbury	% 35
Project/Event Details	
Project/Event Name	Australia Cha Raja
Project/Event Summary	The festival involves series of musical performances
Date(s) of Project/Event	15th and 16th of September
Location of Project/Event:	Number/Street: [REDACTED] Salisbury Hwy Suburb: Salisbury Postcode: 5107
How will the Project/Event benefit the residents of the City of Salisbury?	Participation of young children and aged people. Event will be attended by up to 7000 people which will promote business.
How many individuals will benefit from the Project/Event?	7,000
% of project/event participants that reside in the City of Salisbury	% 40
If it is an Event, is it open to the public?	Yes <input type="checkbox"/>
How will the Project/Event be promoted?	Flyers, Electronic and social media

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Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 5,000
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Hiring a hall	\$ 5,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 5,000
Quote Attached: <i>A detailed, current quote <u>must</u> be provided with the application.</i>	<input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 9 of 13

Project or Event Scope

Provide a description of the proposed project or event:

The Ganesh Festival in South Australia has been celebrated from last two years. In both years, This festival marks the birthday of Lord Ganesh, is one of the most popular deities. People from several religion (including skihis and Bhudihst) have respect for Ganapati. On the day of the Chaturthi the festival is accompanied by drum beats, devotional songs and dancing. Adults and kids from several cultures (across asia and Australia) participate in culturural activities such as drum beats and dance. The participants travel from Adelaide and remote SA region (Renmark, Mount Gambier and Barossa) to participate and attend the event. In 2016, there were 35 performances over two days, in 2017 there were more than 50 performances out of which 30 performances were from from children's group (aged 4-13). The event has not only attracted large crowd but also attracted participants from all over SA and interstate (such as VIC and NSW) for participation in cultural and arts related activities. This year, we have expression of interest from several people for participation in the event. The event also provides platform for artists from all age groups to display their talent. The preparation for the festival starts from May- June onwards for many groups. Many dance and music group start their preparations early in the year. The practise sessions are held over the weekend. These sessions are typically conducted over 3-4 hrs. The practise sessions increase the interactions amongst the participants where they get to know each other. The interaction helps them in many ways such as knowing more about each others culture, opportunities in respective arts, courses related to arts and or culture. During the event, various artist groups become close knit family/friends who cherish their memories, make long term friends, improve their performance skill set, and share career opportunities with each other. The dance groups and choreographers also get an opportunity to promote their business through this event. During the event in 2017, about 200 young kids from different age groups and schools and ethnic background participated in the event. The response from parents and children was excellent and parents were very supportive. The children who performed during this event were also invited to perform on other occasions after the event. Ganesh is associated with knowledge, dance and music. Any cultural program starts in the name of Ganesh; Ganesh festival is celebrated all across world in different nations viz. USA, Canada, China, Thailand, India, and many more. The 11 ft Ganesh idol will be the largest Ganesh idol outside India for any such festival.

Attachments

- ☐ There are no attachments relating to the Project or Event Scope.
- ☐ The following documents are attached relating to the Project or Event Scope:
- 1.
 - 2.
 - 3.

Benefits and Outcomes of the Project or Event

Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:

The magnificent and beautifully decorated idol prepared in India and will be exhibited in this festival to all visitors. UIOSA will use all possible means to reach maximum Australian residents through media, social media and public platforms and expects more than 8000 people from all linguistic, cultural and regional background for this celebration over two days. UIOSA will also reach to different schools all across SA and provide the young artists a stage for their art performances (some schools have already agreed and we are writing to others as well) and a chance to all visitors to witness their talents.

In the year 2018, we are expecting that this festival will run at a large scale and we are anticipating bigger crowd. In order to manage the big event, we are seeking for the federal government support. We have successfully conducted, coordinated and executed this event for the last two years. Organizing committee is intending to run it for several years in future. There were more than 80 volunteers who helped to coordinate and execute the event. The event was live telecasted by multiple local and Indian televisions. The event was also covered by national and international media. It was an attractive and spell binding decoration by best of the decorators. There was a local participation with exposure of multicultural communities to local businesses. This year we are anticipating that more than 8000 people will attend the event over two days. This will promote the salisbury in general and also promote the local business in the council area.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 10 of 13

Support for the Project or Event

Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:

(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.

Attachments

- ☐ There are no attachments relating to Support for the Project or Event.
- ☒ The following documents are attached relating to Support for the Project or Event:

1. Quote
2. Links from previous years event
- 3.

Project or Event Management

Ongoing Projects or Events

Describe how the proposed project or event will be managed into the future:
(outline how you will ensure sustainability and achieve outcomes for the project or activity)

One-off Projects or Events

Describe how the proposed project or event will be managed:
(outline how you will achieve outcomes for the project or activity)

UIOSA (United Indians of South Australia) is an incorporated organisation formed in 2016 to celebrate the diverse multiculturalism in South Australia through various festivals and cultural activities. UIOSA appreciates cultural harmony amongst all ethnic backgrounds living melodiously in South Australia for years and years together and is committed to render all its organisational support to nurture the same. UIOSA has a organizing committee to organise this event. organizing committee consists of President, Vice President, Treasurer, Secretary, team leaders of various teams (such as catering, cleaning, crowd control, traffic, stage management, cultural activity management, audiovisual management), compliance officer, Public relations officer etc. This committee meets on regular basis to discuss the arrangements and planning of the festival. The project "Australia Cha Raja" will be ongoing project in future and the organising committee will organise this event with the team of volunteers. Every year, the UIOSA is growing and receiving attraction nationally and internationally.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration		
<p>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</p>		
<p>Please read, tick the S1 and S2 boxes and sign:</p>		
<p>S1 S2</p>	<p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that I am authorised to make this application on behalf of the Organisation.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that the information provided in this application is true and correct.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.</p>	
<p>On behalf of <u>UIOSA</u> (Group/Organisation)</p>		
<p>Sadanand Mary (Name/Position) President</p>	<p>and</p>	<p>Kapil Choudhary, Grant Officer (Name/Position)</p>
<p>_____ (Signature 1)</p>	<p>_____ (Signature 2)</p>	
<p><u>15/8/18</u> (Date)</p>	<p><u>15/8/18</u> (Date)</p>	
<p>Contact (phone number):</p>	<p>Contact (phone number):</p>	

Both signatories will be contacted to verify the application - a contact phone number must be provided for each.
Your Application will **not** be submitted until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration	
Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)	
Please read, tick the S1 and S2 boxes and sign:	
S1	S2
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On behalf of <u>UIOSA</u> (Group/Organisation)	
Sadanand Mary (Name/Position) President	and Kapil Chousalkar, Grant officer (Name/Position)
<u>[Signature]</u> (Signature 1)	<u>[Signature]</u> (Signature 2)
<u>15/8/18</u> (Date)	<u>15/8/18</u> (Date)
Contact (phone number): <u>[Redacted]</u>	Contact (phone number): <u>[Redacted]</u>


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QUOTATION



QUOTE #	DATE
2	30/4/18
VALID UNTIL	
1709/2018	

CUSTOMER INFO
UNITED INDIANS OF SA
Phone: 

DESCRIPTION OF WORK
HALL HIRE FEE FOR MAIN HALL 1 & 2 ON 14, 15 AND 16 OF SEPTEMBER 2018

ITEMIZED COSTS	QTY	UNIT PRICE	AMOUNT
Main Hall 1 & 2 Hire Fee for 14 - 9 - 18	1	\$2,400.00	\$2,400.00
Main Hall 1 & 2 Hire Fee for 15- 9 - 18	1	\$2,400	\$2,400
Main Hall 1 & 2 Hire Fee for 16 - 9 - 18	1	\$2,400.00	\$2,400.00
			-
			-
			-
			-
			-
			-
			-
<i>Thank you for your business!</i>	SUBTOTAL		7,200.00
	TOTAL QUOTE		\$7,200.00

This quotation is not a contract or a bill. It is our best guess at the total price for the service and goods described above. The customer will be billed after indicating acceptance of this quote. Payment will be due prior to the delivery of service and goods.

Customer Acceptance

x		30/4/18
---	--	---------

Signature

Printed Name

Date

If you have any questions, please contact 

Links from previous year's festival

Artistic Support Material	URL	https://www.youtube.com/channel/UCfxQANSXbax42rvpkiCzNfQ	
Additional Artist Material (eg Bio or CV)	URL	http://www.mudradanceacademy.com.au/	Mudra Dance Academy is one of Adelaide's largest and finest Indian dance schools.
Artistic Support Material	URL	https://www.facebook.com/goonjidl/	Brief information from Goonj music band group.
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Links from previous year's festival

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Additional Artist Material (eg Bio or CV)	URL	http://www.mudradanceacademy.com.au/	Mudra Dance Academy is one of Adelaide's largest and finest Indian dance schools.
Artistic Support Material	URL	https://www.facebook.com/goonjadl/	Brief information from Goonj music band group.
Artistic Support Material	URL	http://www.uiosa.org.au/	URL about the festival and different performances.
Artistic Support Material	URL	http://www.uiosa.org.au/	URL about the festival and different performances.

UIOSA Minutes of the meeting held on 08/06/2018 at Tanaji Patil's residence

Attendees: Tanaji, Gangadhar, Gopi, Sandesh, Mayuresh, Prashant, Dilip, Dinesh, Rakesh, Sadanand, Mihir

- Council letters have been sent by **Kapil**. Next updates awaited
- Practice hall – Northgate hall has been booked for every Sunday from 17th June . **Mihir** to check for more venues for Dhol practice (Old Hart Mill)
- Social media promotions/updates will be managed by **Mayuresh**. Login id and passwords to be provided to him. To also connect with all the other community pages on Facebook.
- Indian Sun – To tie up with them as our exclusive Media partners. **Mihir** to write to them and find out the deliverables from their side. Also to check the frequency of their printed magazine. UIOSA to provide a table space to them at the venue
- Presentation with University of Adelaide confirmed for **19th June @ 11am** – **Sadanand, Prashant, Mihir** will be going for this presentation. **Mihir** to prepare the final ppt. Will also try to create a video with voice-over if time permits
- Appeal letter for sponsorships – to be prepared by **Rakesh** and **Sandy**
- Specific appeal letters to Car dealerships – **Mihir**
- Send an email to India correspondent Rajendra Zende, appreciating his efforts in the previous years, and also requesting him to initiate the dialogue for this year – **Rakesh**
- Invitation letters to ALL community organisations in Adelaide - **Rakesh**
- St. John ambulance quote – accepted and confirmation to be sent by **Rakesh**
- This year's Prasad will again be prepared at the site. Surinder of Royal India has confirmed his/his teams ownership for making the Prasad over those 2 days
- AGM announcement to be made to all the members for 8th July at IAASA Hall – **Mihir**
- **Mayuresh** to book the IAASA hall for the AGM
- SA Volunteering site – **Mayuresh** to check eligibility criteria, and if possible, place a volunteer requirement ad on their site
- Link for registering volunteers – to be reinitiated by **Rakesh**

Meeting adjourned at 10:15 with thanks to Tanaji Patil and family for hosting it and providing refreshments to all the members.

UIOSA Minutes of the meeting held on 12/05/2018 at Dinesh Lade's residence

- [REDACTED]
- CV's of performers/ dance academy awaited from Parul Joshi in the coming days
- Support letters from community organisations – Rakesh informed that database of 60+ organisations collected and appeal letters are in the process of going out. Will get 2-3 responses in the coming week
- Grants – Mihir will send details about past events to Kapil by 14/05. Kapil and Prashant informed updated the members that work is in progress and essay has been prepared
- Mihir raised the subject of having an elevated stage (bigger) for the idol this time. Budget for stage to be increased by \$5000 to accommodate this size
- Council – Emails sent by Kapil requesting for a meeting. The team will have to make a presentation once a date is confirmed
- Rakesh to send link of UIOSA Google drive where everyone can upload their photographs of last year.
- Meeting invite for today was sent to Monika Kumar. No acknowledgement or reply received
- Hall booking for practice – Mihir informed everyone that Enfield hall has been tentatively booked for 3 hours each on Sat and Sunday. Sandy will also place a tentative booking with the Northgate Hall
- Mihir requested all team leaders to be announced so that he can discuss the compliances with them.

New discussions

Sandy asked every member present to give their suggestions for a launch strategy. Responses received were –

- Banners and hoardings at Bus Stops
- Advertisement in Messenger newspaper, Cinemas
- Car bumper stickers
- FM Radio (Indian channels) – Dilip to check with SBS Hindi and advise back
- Get together of all community leaders (like last year)
- Write to Adelaide Mayor Martin
- Flyers at Indian stores
- Posters outside all our houses
- Raghu to inform the Kannadiga community at their upcoming get-together
- Ravi to check with Adelaide zoo
- Make video clips of members doing aarti

Sandy informed everyone that the flyer design was ready. Once the key sponsors are on-board, the flyers will go to print.

Appeal was made to everyone to speak to potential sponsors.

Few concerns were raised on giving alternate space to Exhibitors instead of the entrance to prevent them from blocking the entry to the hall.

Dhol Tasha team to come back with their performance plans and preparations

Next meeting will be at Ravi Patel's residence on 25/05 (Friday), 7pm to 9pm.

<p style="text-align: center;">UIOSA GM 25th May 2018</p> <p style="text-align: center;">[REDACTED]</p>
<ul style="list-style-type: none"> • <u>Attendees</u> <ul style="list-style-type: none"> ○ Sadanand More ○ Dilip Kulkarni ○ Gangadhar Patil ○ Raghu ○ Dinesh Lade ○ Sandesh Sonawane ○ Prashant Jagdale ○ Tanaji PATil ○ Prasad ○ Mihir Shinde ○ Gopi Bhujbhal
<p><u>Secretary</u></p> <ul style="list-style-type: none"> • [REDACTED] <p><u>Joint Secretary</u></p> <ul style="list-style-type: none"> • [REDACTED] <p><u>Grant Officer</u></p> <ul style="list-style-type: none"> • Kapil has been appointed for this post. <p><u>Joint Treasurer</u></p> <ul style="list-style-type: none"> • [REDACTED]
<p><u>Audit</u></p> <ul style="list-style-type: none"> • [REDACTED]
<p><u>Organisation Structure</u></p> <ul style="list-style-type: none"> • Needed for Grant application • Has been designed and approved by all attendees • Team leader allocation • Need special meeting to decide Roles and responsibility
<p><u>Artist CV received From</u></p> <ul style="list-style-type: none"> • Mudra Dance Academy • Dr Geeta Sadagopan • Nayantara Nambiyar <p>Prashant to Upload this in Grant Application</p>

Letter of Support received from

- AMM
- VHP
- ISSAA

Prashant to Upload this in Grant Application


Grants

- Kapil and Prashant provided updates on grant application along with deadlines
- Prashant to upload letter of support and Artist CV in grant application
- Kapil to discuss with Parul Joshi regarding Org. Info and Contact
- Sandy to provide CV's from Talash and Gunj


- Raghu will call separate meeting to decide about elevated stage and further details
- Council invitation has been sent. Rakesh/Kapil to follow up
- Rakesh to provide Google drive link to share photos
- Hall booking for Practice – Northgate hall pencil marking by Sandy
- Mihir to create roster for Northgate hall cleaning/Dhol
- Dance and Dhol Practice to start from 1st week of June
- Prashant to Talk with Dutch Community Hall
- Sandy provided information about corporate sponsorship – Total 5 (\$3000 Each)



- SET Event Sponsor - \$5000
- Everyone should try to get sponsorship
- Project Launch – 02nd June 2018
- Sandy to make ready below items
 - Teaser
 - Flyer
- FB and Web Management – Mayuresh Kulakarni
- Sandy and Mihir/Rakesh to make presentation team for Uni Adelaide - Need to meet in next three week
 - Kapil to get date from Uni Adelaide Management

	Minutes of Meeting	Num: GANPATI2018-MOM-5 Revision: 1.0 Date: 27/06/2018 Page: 1/2
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Project:	GANPATI- 2018	
Subject:	Minutes of Progress Meeting 23/06/2018	
Attachments:	None	
Venue:	Mr.Datir Family House	
Time	6.30 – 8.30 PM	
Minutes taken by:	Mr.Gangadhar Patil	
Attendee:	Organization :	Signature:
Mr.Gangadhar Patil	UIOSA	GP
Mr.Sadanand More	UIOSA	SM
Mr.Tanaji Patil	UIOSA	TP
Mr.Gopi Bhujbal	UIOSA	GB
Mr.Mayuresh Kulkarni	UIOSA	MK
Mr.Bhushan Datir	UIOSA	BD
Mrs.Swati Datir	UIOSA	SD
Mr.Prashant Jagdale	UIOSA	PJ
Mr.Sunil Thakre	UIOSA	ST
Mr.Dinesh Lade	UIOSA	DL
Mrs Hema Lade	UIOSA	HL
Mr.Dilip Kulkarni	UIOSA	DK
Mrs Priyanka More	UIOSA	PM
Mr.Prabhakar Hakke	UIOSA	PH
Agenda:		
Schedule		
Deliverables		
Q&A		

	Num:	GANPATI2018-MOM-5
	Revision:	1.0
	Date:	27/06/2018
	Page:	2/2

Minutes of Meeting

Issues	Actions		
	No.	Owner	Due Date
Council Invitation to be followed up	1	KK,RK	-
[REDACTED]	2	MS	-
[REDACTED]	3	DK	-
Dhol tasha and lezim flyer Design Contact Names to be added for dhol - Mihir, Dinesh, Sunil, Seema Contact Names to be added for Lezim - Amol , Anil	4	MS	-
[REDACTED] [REDACTED] [REDACTED]	5	NA	-
Recruit Professional to operate UIOSA Facebook page/Digital marketing.	6	SM,PJ	-
Recruit Biju the Pro Drum Player to join Doltasha Department –Approved Remuneration total \$500 till end of event irrespective of number of hours	7	DL,BJ	-
Finalise Media tie up	8	SM,MS, RG	-
Presentation/Doc for car dealers.	9	MS	-
Appeal letter at public for donations	7	RG,MS	-
Invitation letter to community and community leaders	8	RG	-
Meet Surinder for Prasad Preparation	9	SM,GP	-
Request Indian Temptation to sponsor Prasad on Saturday evening	10	SM	-
AGM preparations	11	SM,PJ, GP	-
Multicultural Grants to be submitted	12	KK,PJ	-
All team to follow up sponsors	13		-
Material to be planned for Imports and Cut-off Date 21 st July	14		-

c) Community/Non-Profit:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(if Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:	<i>Donations from volunteers, sponsors and general public</i>	
f) Purpose:	<i>Organise Multicultural festival and bring community together</i>	
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/>	No. <input checked="" type="checkbox"/> X (enter '0' dollar amounts below)
If Yes, provide details:		
INCOME	\$ 0	
Project or event generated income:	\$0	
Organisation's contribution:	40,000	
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	Other grants not received as yet	
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	List of sponsors is attached with this application.	
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	Each volunteer donates about \$100 for the event. We anticipate that we will have at least 40 volunteers= \$ 4000	
Have you sought any other funding for the project: <small>(please specify the source and amount of funding requested)</small>	We have submitted applications to Australia council, Multicultural SA but waiting for results. We will inform council if any application is successful.	
TOTAL (including GST):		

Expenses

<small>(specify the proposed expense budget by item:)</small>	
Venue hire	7200
Light and audio-visuals	17000
Printing costs	1750
Food and catering	12,000
Barricades for crowd control	700
Costumes	3000
Total expense	41650

Partner	Payments	Invoice
Event Sponsor	5000	SET
Corporate	3000	
	3000	
	3000	
	2500	
	3000	
Platinum	2000	
	2000	
	1000	
	1000	
Gold	1000	
	1000	
	500	
	350	
	350	
	600	
	300	
	500	
Silver	600	
	500	
Total	31200	

Total sponsorship and donations $31200 + 4000 = 35200$

Total event expense= $41650 - 35200 = 6450$ (required amount). We are requesting \$5000 grant towards paying the venue hire although venue is expensive (\$ 7200).

Support for the event (include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support)

We have been liaising with council about the traffic management in the area

We have already informed local residents about the event and possible noise around the area. Since last two years, the local residents have been very supportive.

We have support from Saibaba sansthan, Vishwa Hindu parishad, BAPS, Parafield Garden.
Their support letters are attached.



TO WHOM IT MAY CONCERN

We are writing this letter in relation to our grant application for funding under the City of Salisbury Community Grants Program Scheme. Each Year, United Indian Association of South Australia is involved in organising Ganesh Festival "Australia Cha Raja". The event will be held at Parafield Garden.

UIOSA (United Indians of South Australia) is an incorporated organisation formed in 2016 to celebrate the diverse multiculturalism in South Australia through various festivals and cultural activities. Since last two years, UIOSA has been organising the Ganesh festival. The highlights of the festival were multicultural community performances for extended hours over two full days. Last year, there were more than 50 performances and 30 performances were from children's group from different age groups. Children from various ethnic background performed during the event.

About 8000 people attended this event and all were provided with free food. The event was live telecasted by multiple local and Indian televisions. The event was also covered by national and international media.

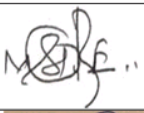
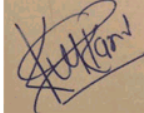
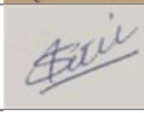

UIOSA has submitted the grant application to obtain support from the Salisbury council. The UIOSA executive has read the application. UIOSA executive committee has endorsed submission of the Community Grant Application.


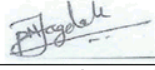

We very much hope that the grant committee will judge our application favourably.

Thank you.

Sincerely,

UIOSA executive team

Mr. Sadanand More (President)	
Mr. Dilip Kulkarni- (Vice president)	
Mr. Gangadhar Patil (Treasurer)	
Mr. Rakesh Gupta (General Secretary)	

Mr. Mihir Shinde (Public Relations Officer)	
Mr. Prashant Jagdale (Assistant Treasurer)	
Dr. Kapil Chousalkar (Grant officer)	



Vishva Hindu Parishad of Australia Inc.

(World Hindu Council of Australia Inc.)
(ABN: 78862155168, Reg No: Y2898719, Charity No: CFN10709)

South Australian Chapter: PO Box 460, Goodwood SA 5034

Date: 23 May 2018

Mr. Sadanand More
President,
United Indians of South Australia (UIOSA), Adelaide

Subject: Testimonial Letter Acknowledging UIOSA's Not-for-Profit Community event "UIOSA Arts and Cultural Ganesh Festival of SA 2018"

Dear Mr More,

I am pleased to provide a testimonial to acknowledge the excellent multi-cultural community and charitable services that UIOSA have provided, for the past 2 years.

This will be the 3rd continuous year UIOSA is celebrating Adelaide's biggest 'Ganesh Festival', an event organised over 2 days which is free for people of all walks of communities to attend, present their cultural activities and also provide voluntary services.

I am aware that members from all community, including our organisations, attend and participate in UIOSA's your events.

I am also the convenor of Hindu Organisations Temples Association Forum (HOTA Forum), which has more than 30 partner organisations representing migrants from nine countries.

In that capacity and on behalf of the entire Hindu community in South Australia I wish to express my sincere appreciation to the event organisers, volunteers and their families, for their hard work, efforts and dedication for providing such not-for-profit voluntary community and charitable services.

Thank you for allowing me to write this testimonial and I wish to reiterate that UIOSA also believes in multiculturalism, togetherness, showcasing different cultures and caring for Adelaide's community.

Once again, I wish UIOSA and their volunteers, all the best and good luck for their upcoming event and we all are looking forward to participating in it.

Yours sincerely

Rajendra Pandey
President
Vishva Hindu Parishad of Australia Inc. (SA)



Phone: [REDACTED]; Mobile: [REDACTED]; Email: [REDACTED]
Website: www.vhpsa.org.au and www.vhp.org.au



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(World Hindu Council of Australia Inc.)
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Yours sincerely

Rajendra Pandey
President
Vishva Hindu Parishad of Australia Inc. (SA)



Phone: [REDACTED]; Mobile: [REDACTED]; Email: [REDACTED]
Website: www.vhpsa.org.au and www.vhp.org.au

ITEM	7.2.9
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 September 2018
HEADING	Community Event Sponsorship Program Applications - Round 1
AUTHOR	Ann-Marie Arthur, Team Leader Place Curation & Cultural Development, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 3.4 Be a proud, accessible and welcoming community.
SUMMARY	This report outlines the Community Event Sponsorship Program (CESP) Applications for Round 1. Five (5) applications are submitted for consideration by the Sport, Recreation and Grants Committee in an individual report. One (1) application has been withdrawn by the Applicant.

RECOMMENDATION

1. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee, the following applications are approved through Round one (1) of Community Events Sponsorship Program as follows:
 - a. Grant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church) application for \$5,000 for the The John Maxwell Team Global Youth Initiative (Mawson Lakes).
 - b. Grant No. 2/2018: Para Vista CPC7 School, application for \$5,000 for the Para Vista P-7 School 50th Birthday Family Fun Day.
 - c. Grant No. 3/2018: Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch application for, \$8,367 for the REAL Estate Mawson Lakes Lions Community Christmas Carols, subject to receipt of a financial statement from the Lions Club of Gilles Plains.
 - d. Grant No. 4/2018: United Way South Australia Incorporated, application for \$10,000 for the Read Aloud Open Day @ Parafield Airport.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Applicant 1.2018 - CESP - Round 1 - Mawson Lakes Community Church
2. Applicant 2.2018 - CESP - Round 1 - Para Vista CPC7 School
3. Applicant 3.2018 - CESP - Round 1 - Mawson Lakes Lions Branch
4. Applicant 4.2018 - CESP - Round 1 - United Way SA Inc.

5. CESP Guidelines and Eligibility

1. BACKGROUND

- 1.1 Five (5) applications were received for Round one (1) of the Community Event Sponsorship Program for consideration.
- 1.2 However, one (1) application received for Round one (1) of the Community Event Sponsorship Program was withdrawn by the Applicant as they were not prepared to provide the information required to be eligible.
- 1.3 Events form an important part of the community, cultural and economic fabric of the City of Salisbury. They are designed to stimulate activity, provide interesting places for people to engage, and provide learning and healthy lifestyle opportunities. The City plan 2030 contains the following commitment that we will:
 - Provide experiences that make our places livelier and more interesting;
 - Encourage wellbeing through healthy lifestyles, sport, social and recreational opportunities;
 - Develop a community where peoples' culture, ideas and their capacity to achieve is supported and valued.
- 1.4 On 26 March 2018, Council endorsed making an additional \$60,000 available to the Sport Recreation and Grants Committee each year (from 1 July 2018) to allow support of:
 - eight events up to \$5,000 per event (\$40,000)
 - two events up to \$10,000 per event (\$20,000)
- 1.5 It is envisaged to be successful in securing funding, the organisation conducting the event should demonstrate:
 - maturity around risk and organisation management
 - significant community impact
 - attraction to the broader community (not limited to membership of an organisation)
 - the event will be hosted in the City of Salisbury
 - positive promotion of the City of Salisbury
- 1.6 The purpose of the Community Event Sponsorship Program (CESP) is to deliver outcomes in alignment with the Salisbury City Plan 2030. The program will assist in achieving the vision of "*A flourishing City with opportunity for all*".
- 1.7 Furthermore, the CESP contributes to the critical action of "*Introduce a City-wide approach to resourcing of place management and activation to capitalise upon existing and future investment in our places and spaces*".
- 1.8 The CESP aims to complement the City of Salisbury's existing events calendar, whilst increasing the capacity of community organisations to deliver events thereby increasing participation and attendances.

Assessment Criteria

- 1.9 All eligible applications will be assessed against the following criteria:
- Completion of the application in full;
 - Demonstrated need for the event;
 - Stakeholder endorsement and support for the event;
 - Consideration of, and fit with, existing events calendar and events;
 - Demonstrated multiple community, organisation or association benefit;
 - Extent to which the project addresses strategic objectives and community needs;
 - Extent to which alternative, complementary sponsorship and funding sources have been explored or secured;
 - Adequate, comprehensive and value for money of event budget;
 - Extent to which the event meets the purpose of the CESP;
 - Alignment with the priorities of the CESP;
 - Risk management considerations;
 - Extent to which the organisation has the financial capacity to meet its financial obligations with the City of Salisbury (e.g. does the organisation have any bad debt with the City of Salisbury); and
 - Number of other events that have been funded for the financial year (noting only eight events will be sponsored for an amount up to \$5,000 each financial year).
- 1.10 In addition to the above criteria, events seeking sponsorship over \$5,000 and up to \$10,000 will also be assessed against the following criteria:
- Demonstrated ability for the event to attract over 3,000 patrons;
 - Regional or state wide significance of the event;
 - Extent to which the event addresses City of Salisbury strategic objectives;
 - Long term sustainability of the event in the City of Salisbury;
 - Demonstrated ability for the event organisers to deliver an event of significant scale and size;
 - Profile of the event and ability to raise the profile of the City of Salisbury;
 - Number of other events that have been funded for the financial year (noting only two events will be sponsored for an amount between \$5,000 and \$10,000 each financial year).
- 1.11 Due diligence is also undertaken in relation to the financial and governance credibility of the applicant organisations in line with the Community Grants Program.

2. REPORT

2.1 The Community Event Sponsorship Program budget allocation for 2018/2019 is \$60,000 to allow support of:

- eight events up to \$5,000 per event (\$40,000)
- two events up to \$10,000 per event (\$20,000)

2.2 Four (4) applications are presented from Round one (1) of the Community Event Sponsorship Program for consideration:

2.2.1 Requests for up to \$5,000

- Organisation: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church)
- Event: *The John Maxwell Team Global Youth Initiative (Mawson Lakes)*
Amount requested: \$5,000
- Organisation: Para Vista CPC7 School
- Event: *Para Vista P-7 School 50th Birthday Family Fun Day*
- Amount Requested: \$5,000

2.2.2 Requests for up to \$10,000

- Organisation: Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch
- Event: *REAL Estate Mawson Lakes Lions Community Christmas Carols*
Amount requested: \$8,367
- Organisation: United Way South Australia Incorporated
- Event: *Read Aloud Open Day @ Parafield Airport*
- Amount requested : \$10,000

2.3 It is considered the above applicants have demonstrated:

- 2.3.1 maturity around risk and organisation management
- 2.3.2 significant community impact
- 2.3.3 attraction to the broader community (not limited to membership of an organisation)
- 2.3.4 the event will be hosted in the City of Salisbury
- 2.3.5 positive promotion of the City of Salisbury

2.4 Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch

At the time of writing this report the financial statement relating to the applicant had not been received. Staff will be able to provide the Committee with an update at the meeting. In conversations with the President it has been confirmed that once

the Lions Club of Gilles Plains, has their financials (currently with the auditor) for 2017/2018, they will make them available, for the purposes of the grant.

Budget

- 2.5 The monies committed to the four (4) compliant applications for Round one (1), if all approved, is \$28,367.70
- 2.6 The remaining balance of the grant funding if all four (4) applications are approved is \$31,632.30, which would be made available for Round two (2) of the program which is due to close in late 2018 for decisions in January 2019.
- 2.7 Although the guidelines allow for eight events to be funded to \$5,000 and two at \$10,000, the Sport Recreation and Grants Committee has the delegation to allocate funding through this program within the established budget. Thus the Sport Recreation and Grants Committee is not precluded from future allocations of \$10,000, or more than eight allocations of \$5000, provided they fit within budget.

3. CONCLUSION / PROPOSAL

- 3.1 A total of (5) applications were received for the first round of the Community Event Sponsorship Program. Four (4) Community Event Sponsorship Program applications were received and are deemed eligible for funding. One (1) Community Event Sponsorship Program application was incomplete and subsequently withdrawn from consideration by the proponent.
- 3.2 The total amount of funding requested is \$28,367.70 from a total Community Event Sponsorship Program total annual budget of \$60,000.
- 3.3 The organisations listed in Section 2 of this report, have demonstrated their ability to meet the eligibility and assessment criteria of the Community Event Sponsorship Program and are recommended for funding with the exception of the Lions Club of Gilles Plains - Mawson Lakes Lions Club Branch which is recommended for funding subject to receipt of a financial statement from the Lions Club of Gilles Plains who auspice Mawson Lakes Lions Club Branch.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/09/2018

Community Event Sponsorship Program

Round 1

Applicant 1/2018

The John Maxwell Team Global Youth Initiative
(Mawson Lakes)

CESP, Round 1, Applicant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church), The John Maxwell Team Global Youth Initiative (Mawson Lakes)

Information to be submitted with your application	
	Attached
Your most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	<input type="checkbox"/>
A copy of Event Plan / Checklist, including or concept plans	<input checked="" type="checkbox"/>
Where applicable supply evidence of cash support (e.g. recent bank statement)	<input checked="" type="checkbox"/>
Provide a Certificate of Incorporation demonstrating not-for profit status <i>Church</i>	<input type="checkbox"/>
Provide a signed copy of committee minutes <u>endorsing the event</u> , authorising an <u>application</u> to the Community Event Sponsorship Program and documenting the <u>authorised project contact</u>	<input checked="" type="checkbox"/>
Where applicable provide letters of support for the event	<input checked="" type="checkbox"/>
Where applicable provide a letter/email from the head of the organisation supporting the application	<input checked="" type="checkbox"/>

IMPORTANT

Incomplete applications will be considered non-compliant and ineligible for sponsorship. The applicant will be provided advice and requested to supply any outstanding documentation. Once all documentation has been received, the application will be processed and presented for assessment.

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Event Sponsorship Program



Submission date: 13/08/2018 03:23 PM

Receipt number: 6

Question	Response
Application Form	
Name of the organisation:	Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church)
ASIC Registration Number:	3021
ABN:	84490129361
Facility Name/Address:	Endeavour College, Mawson Lakes
Postal Address:	
Suburb:	Mawson Lakes
Person Responsible for the Sponsorship:	Mr
Name	Christopher Mann
Title/Office:	Reverend
Phone	
Email	
Age	12
What percentage (%) of your target population reside in City of Salisbury?	70%-90% - The Primary Target is High School Students in the Salisbury Council area. There are a couple of church groups that would also like to send participants
What events has your organisation held before?	For many years, MLCC has hosted and run the Mawson Lakes Christmas Carols held in Mobara Park. Recent years include: 2012, 2013, 2014 and 2016. Attendance is estimated to be between 1,000 and 2,500
Sponsorship category (please select one only):	up to \$5,000
Have you sought, or intend to seek funds from another source for this project?	Yes
Source/s:	Mawson Lakes Community Church, Endeavour College (in kind), Blueprint Ministries, Lutheran Church of SA-NT
Amount/s:	3988
Name of event:	The John Maxwell Team Global Youth Initiative (Mawson Lakes)
Date of Event:	27/10/2018
Location of Event:	Endeavour College, Mawson Lakes

1 of 4

Question	Response
Has this organisation held this event before?	No
If yes to the above, please provide dates of previous events:	1900
Brief description of your Event:	<p>The John Maxwell Team Global Youth Initiative is held by John Maxwell Team coaches, all over the world, in April and October each year, at no charge to participants. The intention is to invest in young people over the course of a day to both inspire and equip them to make a positive difference in their lives, the lives of their friends and family, and the life of their own school. The day will be interactive and include the following: Teaching on 'Standing up to be counted', 'Failing Forward to Success', 'Developing a positive Self-Image' and 'Developing a strong Personal Character'. It will also include video teaching by Nick Vujicic, 'The John Maxwell Team Leadership Game - For Teens' and a 'Mini-DiSC Assessment' to help give practical insights for working through conflict and insights for career progression. More information on the event is available through www.youthmax.com or you can google youthmax. To find out more about John Maxwell or Nick Vujicic please google them or search for them on YouTube. Students will be provided with both morning tea and lunch also.</p>
Why is the event needed?	<p>Our Mayor, in the City of Salisbury Youth Strategic Action Plan, states that "Our young people hold the key to unlocking the future of Salisbury." It is our hope that this event, and future events, will help them see the key in their hand, and find the door. Page 11 of the plan states that one of the objectives are to 'Expand opportunities for young people to build skills...' This event will give them skills in being able to identify their own internal makeup, and that of others, as they explore personality types, how to serve others according to their needs, and how to give helpful feedback. Page 10, priority 5.2 points out the importance of developing youth leadership opportunities with diverse and vulnerable youth populations. Schools will be encouraged to send a diverse group of youth, including vulnerable youth, who will especially benefit from learning how to develop a positive self-image and grow their character. Page 12 mentions the importance of increasing access to positive role models - MLCC and the Lutheran Church will provide trained and vetted volunteers to interact with students and form helpful relationships, and the teaching and the encouragement will be designed to boost personal and community well-being. We also will increase diversity both through who we are as a 'Community Church' (Comprising, at present, members from multiple Christian denominations and occasionally people of other faiths attend and participate), but also, as this is not a 'Christian event', it will teach values that are compatible with all major religions and humanity in general. Mawson Lakes Community Church has a proud record of being diverse and embracing diversity, especially in teaching English to anyone who desires it. It should also be noted that the venue of Endeavour College includes a disabled toilet, and actively encourages diversity, and has a diverse student population.</p>

Question	Response
How will your event increase participation opportunities for community and economic development?	In the community of Salisbury, providing intentional opportunities for young people to mix with each other and grow in their personal development and leadership skills is critical for having the skills, knowledge, and agility to participate in a rapidly changing economy (City Plan Objective 1, page 14). After all, it is 'not just what you know, but who you know - and how well you know yourself' that determines future success. As per Objective 2, businesses love investing in communities that not only have the skills that are required (as per the current focus on STEM and STEAM in schools) but also the 'soft skills' such as being a team player, having a servanthood mindset when in leadership, and strong personal values and character. While schools do their best, schools cannot do it all - or readily enable students to grow together with students from other schools.
How will you promote and advertise the Event?	To gain participants, conversations will be had with relevant school leaders in the Salisbury area to invite students that will benefit the most, and/or benefit the school and wider community the most, through their attendance. Organisations such as Mawson Lakes Living, The Northern Weekly Messenger, The Advertiser, and publications of the Lutheran Church of Australia will be provided with press releases and invited to cover the event.
Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?	Yes
Community Group / Business	Lutheran Church of SA-NT District (Letter attached), Endeavour College, various High Schools in Salisbury, Lions Mawson Lakes
How they will benefit	Lutheran Church SA-NT District - building of reputation of investing in the community, Endeavour College - building of reputation of investment in the community, Lions Mawson Lakes - funds raised through providing of lunch and morning tea, and also speaking about how they serve the community at the event, various High Schools through having some of their students grow and develop, which will impact the school culture and lessons learned being passed on to other students.
Attach letters of support where applicable	LCA SA-NT Letter of Support CESP.pdf
Events seeking over \$10,000 What is the regional or state-wide significance of this event?:	

Question	Response
Events seeking over \$10,000 What is the long term vision and sustainability of the event in the City of Salisbury:	**This event is not seeking over \$10,000, HOWEVER, we intend on making this an annual event, and in future seek grants/sponsorship from other bodies, including businesses, to grow the impact of this event through enabling more students to attend. We intend on reducing the cost to council, unless council were to see this as an event they would like to invest in and grow into the future also.
Please upload your budget spreadsheet from the template provided.	GYI Event Budget - CESP.xlsx
Position:	Pastor, Mawson Lakes Community Church
9. APPLICATION DECLARATION	Name of signatory: Dallas Zimmer Uploaded signature image: Dallas_Zimmer_Sig.PNG Link to signature
We agree to abide by the terms and conditions of sponsorship	Yes
On behalf of (Group/Organisation)	Mawson Lakes Community Church
Name:	Christopher Mann
Date:	13/08/2018



YOUR EVENT BUDGET

OUTLINE THE COST OF YOUR EVENT - ALL AMOUNTS ARE TO BE GST INCLUSIVE		AMOUNT	NOTES
Item			
Venue Hire	\$	-	Gift from Endeavour College
Professional Printing (Promotional Material)		\$200	Officeworks
Food		\$3,000	Lions Mawson Lakes (200 participants)
Drinks		\$500	Lions Mawson Lakes (200 participants)
Presenter		\$1,650	Lifelong Leaders
Resources		\$1,400	Lifelong Leaders/The John Maxwell Team
Workbooks		\$500	estimate
Prizes		\$500	estimate
Name Tags		\$100	estimate
Signage		\$100	estimate
Master of Ceremonies		\$500	estimate
SWAG		\$250	estimate
Miscellaneous		\$250	estimate
Adjusting/Finalising of Promotional Documents		\$150	Chelsea Arnold (Designer)
a. Total event cost	\$	9,100.00	
b. Your contribution		\$7,000	
a. Other funds used	\$	3,100.00	
TOTAL SPONSORSHIP REQUESTED	\$	5,000.00	

Contracted by Mawson Lakes Community Church. Includes G
For the John Maxwell Team Leadership Game License Fee, L
To Cover the cost of printing and stapling.
Books to be given as prizes: "How Successful People Think",

Other Funds are not yet confirmed

Ann-Marie Arthur

From: [REDACTED]
Sent: Tuesday, 21 August 2018 12:15 PM
To: Ann-Marie Arthur
Subject: Re: Community Event Sponsorship Program - Round 1 - Further information
Attachments: MLCC Annual Financial Statement.jpg; 2018-Q2_Treasurer_Report.pdf; finances_2018_jul.pdf; Invoice_57_2018-11-18.pdf; Invoice_57_2018-11-18.pdf; MLCC Minutes Approval.jpg

Hi Ann-Marie,

Thank you for your email. I will put our responses in red, after each question. If I'm missing anything, please let me know ASAP and I will get it to you.

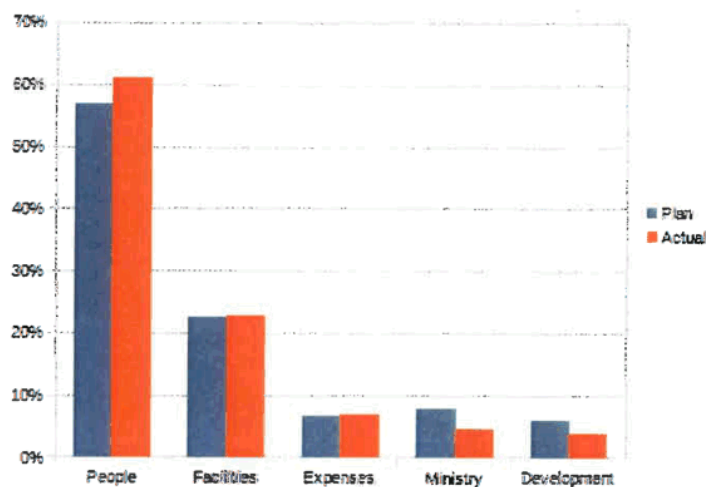
1. We have received multiple applications this round and therefore would like to confirm if the *The John Maxwell Team Global Youth Initiative (Mawson Lakes)* will still be held if you receive less funds than you have requested? Yes / No **Yes**
2. Further to this can you please outline how / if the organisation will cover any shortfalls: *Please detail Our options include applying for a higher grant amount from the Lutheran Church SA/NT District, or using reserves from our own congregation's funds, or lowering the amount of participants for the event. We can also ask Lifelong Leaders to reduce their presentation costs.*
3. We will also require a copy of your Financial Statement or an email to demonstrate the organisations ability to undertake the event. *Please attach/detail via email I have attached 3 documents for this - our financial statement for 2017, our Q2 Treasurers report, and our July 2018 Treasurers report. The first is signed, the last 2 are not. We can provide a bank statement if necessary, but may struggle to obtain one by midday Wednesday.*
4. If you have quotes or invoices for costs outlined in the budget please forward them to me for inclusion in your application. *Only one quote obtained so far. Chelsea Arnold is providing a documented quote ASAP. Mawson Lakes Lions waiting on funding and numbers approval. Please see the attached document 'Invoice 57' for Lifelong Leaders quote.*
5. We will also require a signed copy of your Meeting Minutes. *Please attach Please see the attached jpg of the meeting minutes.*
6. If you have quotes or invoices for costs outlined in the budget. Please forward them to me for inclusion in your application. *Please attach Perhaps see point 4? Or do I misunderstand the question? I am available via return email until 1:30pm, or on the phone until 4pm today, or tomorrow morning, also by phone - 0408 083 199.*

From: [REDACTED]
Sent: Monday, 20 August 2018 5:08:55 PM
To: [REDACTED]
Subject: Community Event Sponsorship Program - Round 1 - Further information

Good Afternoon,

MLCC Treasurer Report

Period	01 Apr 2018 – 30 Jun 2018
Balance at start	19,715
Income	23926
Expenses	26327
Balance at end	17314 (-2400)
Treasurer	David Bradshaw

MLCC Expenses 2018**Treasurer's Remarks:**

Income is stable at ~90% of forecast, which offsets lower than forecast expenses in advertising, ministry, and development. Planned expenses in 2nd half of 2018 (tax, LCA levy, district contribution, National Synod) will use up the bulk of the Endeavour payment, leaving the budget stable.

Questions

Do we have a date and amount for the payment from Endeavour for Chris' services?
 Do we have any movement on the potential youth event later in the year?
 Do we have any news on the Kwatja Ethadha appeal that we can share with the congregation?
 Do we have any news on the Family Zone?

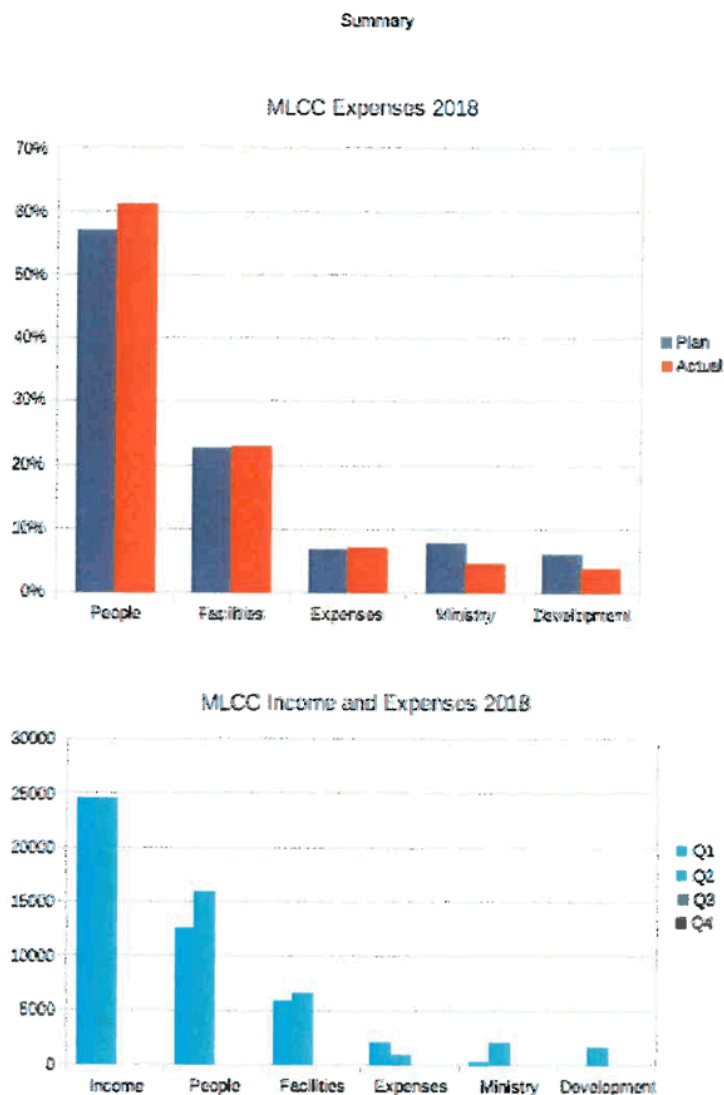
CESP, Round 1, Applicant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church), The John Maxwell Team Global Youth Initiative (Mawson Lakes)

Summary					
Year 2018	371.55	Date	15 Jul 18	Progress	53%
Category		Subcategory	Actual \$	Plan \$	Plan % Actual %
Income	\$51,617	Income Cash	\$26,082	\$105,640	100% 81%
		Income Cheque	\$0	\$55,640	
		Income Electronic	\$24,855	\$0	
		Income Misc	\$680	\$50,000	
People	-\$31,598			\$0	57% 81%
		People Pastor	-\$28,287	-\$56,180	
		People Preachers	-\$3,311	-\$4,000	
		People Misc	\$0	\$0	
Facilities	-\$11,750	Facilities Manse	-\$11,750	-\$23,800	23% 23%
		Facilities Misc	\$0	\$0	
Expenses	-\$3,602	Expense Tax	-\$1,140	\$0	7% 7%
		Expense LCA Levy	\$0	-\$2,830	
		Expense Printing	\$0	-\$500	
		Expense ICT	-\$480	-\$720	
		Expense Insurance	-\$80	-\$100	
		Expense Resources	-\$527	-\$1,300	
		Expense HRS System	-\$176	-\$360	
		Expense Advertising	\$0	-\$1,000	
		Expense Misc	-\$1,200	-\$200	
Ministry	-\$2,363	Ministry Bible Song	\$0	-\$500	8% 5%
		Ministry Hospitality	-\$63	-\$1,500	
		Ministry ESL	-\$189	-\$1,000	
		Ministry Gifts	-\$350	-\$250	
		Ministry Discipleship	\$0	-\$1,000	
		Ministry Events	\$0	-\$1,000	
		Ministry District	\$0	-\$1,000	
		Ministry Local Needs	-\$200	-\$1,000	
		Ministry Distant Needs	-\$1,561	-\$1,000	
Development	-\$1,931	Development District Synod	-\$958	-\$800	6% 4%
		Development National Synod	\$0	-\$2,700	
		Development District Conf	-\$317	-\$400	
		Development National Conf	-\$300	-\$300	
		Development LCA Training	-\$267	-\$500	
		Development Conferences	-\$89	-\$600	
		Development Pastor	\$0	-\$500	
		Development Misc	\$0	-\$600	
Uncategorised	\$0	Accuracy	\$0	Plan	Actual
		Adjustments	\$0	People	57% 81%
		Unknown	\$0	Facilities	23% 23%
			\$0	Expenses	7% 7%
			\$0	Ministry	8% 5%
			\$0	Development	6% 4%
			\$0		100.00% 88.28%

Ministry Distant Needs 590.6

Page 1

CESP, Round 1, Applicant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church), The John Maxwell Team Global Youth Initiative (Mawson Lakes)



Page 2

CESP, Round 1, Applicant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church), The John Maxwell Team Global Youth Initiative (Mawson Lakes)



TAX INVOICE

Lifelong Leaders

2

BILL TO
Mawson Lakes Community Church



Invoice Number: 57

Invoice Date: August 20, 2016

Payment Due: November 18, 2018

Amount Due (AUD): \$2,945.00

Service	Quantity	Price	Amount
Training - Full Day Provide more than 4 hours of training, including but not limited to: Professional Coaching Group Facilitation Workshops Mastermind Groups	1	\$5,000.00	\$5,000.00
60% NPO Youth Work Discount Discount applies to all non-profits involved in developing youth and young adults	1	(\$3,000.00)	(\$3,000.00)
Discretionary Discount Discount to be applied in special circumstances	1	(\$500.00)	(\$500.00)
YouthMax Plus with Nick Vujicic Video Teaching and Resources by Nick Vujicic - Purchase cost of \$680 US	1	\$680.00	\$680.00
Youth Leadership Game The John Maxwell Team Youth Leadership Game Resource - Purchase cost of \$450 US (including Postage)	1	\$615.00	\$615.00
Subtotal:			\$2,785.00
GST 10%:			\$150.00
Total:			\$2,945.00
Amount Due (AUD):			\$2,945.00

Page 1 of 2 for Tax Invoice #57

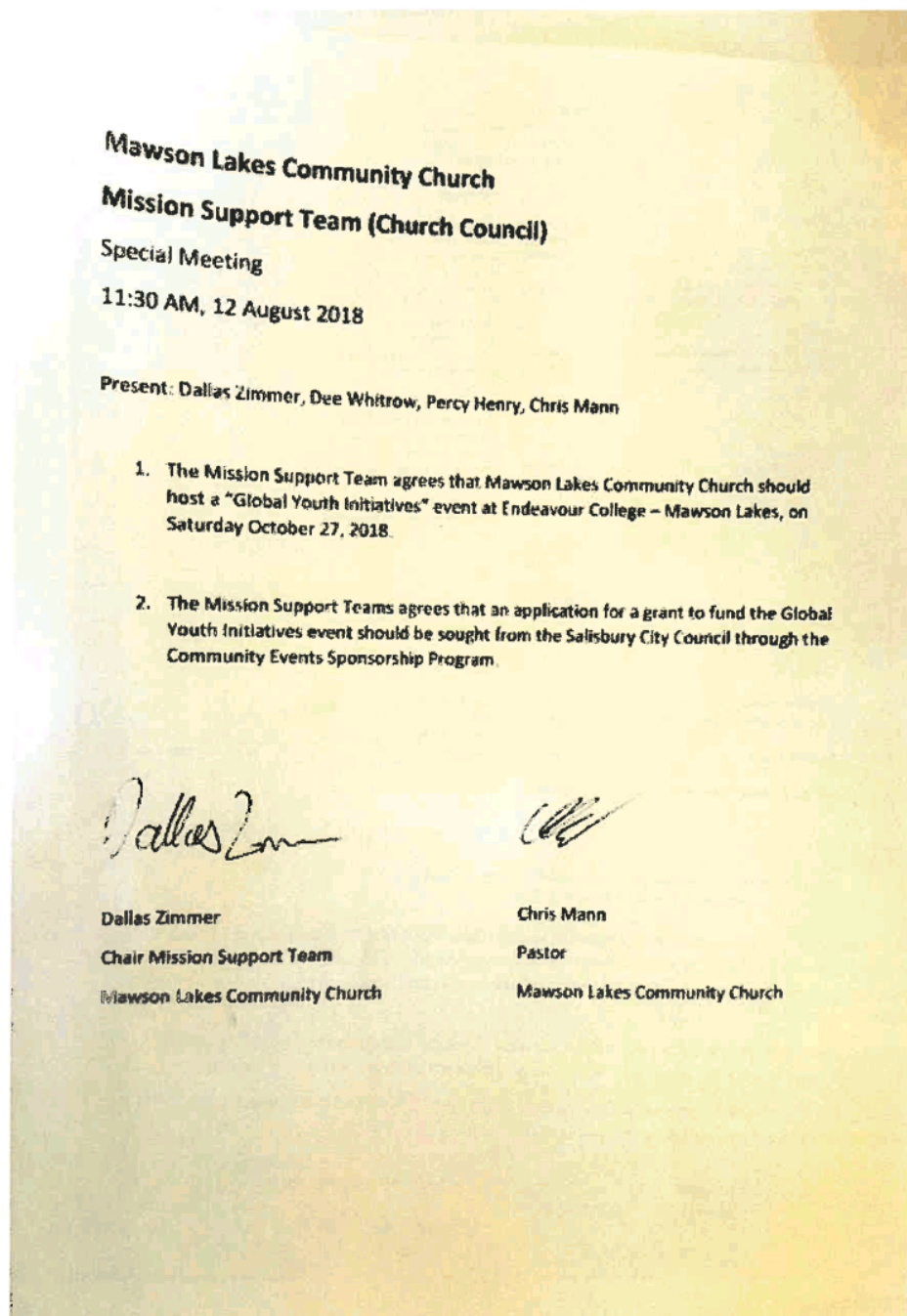
CESP, Round 1, Applicant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church), The John Maxwell Team Global Youth Initiative (Mawson Lakes)

FINAL

Mawson Lakes Community Church
Statement of Income and Expenses
For the Year ended 31 December 2017
(Prepared by Auditors)

INCOME	\$	EXPENDITURES	\$
CONTRIBUTIONS		LEA Housing	25,462.84
REG	44,464.40	Pastor's Salary	52,454.95
Worship	42,604.10	Guest Preaching	1,145.00
Children's Ministry		BST House	
Other Offerings transferred in	3,040.00	Telephone	902.00
Other Income & Fundraising	46.00	Children's Ministry	
Subtotal		Worship Resources	2,214.25
Donations to third parties in need	450.00	LEA Contributions	2,718.90
Seminary Student	150.00	Fees & Charges LEA HA Services	326.04
		Training & Conferences	789.70
		Outreach	1,521.70
		Insurance	74.41
		Loan Repayment Worship Centre	-
		(Balance of Worship Centre Grant)	-
		Transfers - donations to Seminary Student	800.00
		Donations to third parties in need	-
		Advertising	653.00
		Other Expenditure	2,029.75
		(incl) reimbursements of donation received 2016 \$1500	-
	92,461.86		92,792.77
Deficit	240.91		
	<u>\$ 92,702.77</u>		<u>\$ 92,702.77</u>
Balance Sheet as at 31 December 2017			
LIABILITIES	\$	ASSETS	\$
Donations to third parties in need	450.00	Balance Sheet	
Loan Worship Centre Development	3,409.13	HA CC 111	15,134.42
		Petty Cash ANZ	476.26
Total Liabilities	<u>3,859.13</u>	Total Assets	<u>16,610.68</u>
Balance available to members	12,751.56		
	<u>\$ 16,610.69</u>		<u>\$ 16,610.68</u>
<p>Note: No repayments against the Worship Centre Development Loan were recorded. No distribution of donations for third parties were recorded.</p>			
<p>I have audited the bank transactions and liabilities of Mawson Lakes Community Church for both the 'General (ALL)' and 'Petty Cash (ANZ)' accounts, in addition to the loan accounts, and provide the Financial Statements above supported by monthly income and expense bank reconciliations, a full year reconciliation and summary of monthly balances.</p> <p>It is advised that the preparation of the general ledger accounts and the statements should not be done by the auditor. These must be provided in a completed format for the auditor to review to provide an opinion.</p> <p>The following irregularities and recommendations should be attended to for future bookkeeping practice. (These are consistent with the report submitted for the 2015 and 2016 financial year audit.):</p>			
<p>Page 1 of 5</p> <p style="text-align: right;">Dallas Zimer Chair Mission Support Team Mawson Lakes Community Church 12. Aug. 2018</p>			

CESP, Round 1, Applicant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church), The John Maxwell Team Global Youth Initiative (Mawson Lakes)



CESP, Round 1, Applicant No. 1/2018: Lutheran Church of Australia, SA-NT District Inc. (on behalf of Mawson Lakes Community Church), The John Maxwell Team Global Youth Initiative (Mawson Lakes)

10th August 2018

To Whom It May Concern

RE: APPLICATION FOR FUNDING
MAWSON LAKES COMMUNITY CHURCH



The Lutheran Church of Australia, South Australia - Northern Territory District Incorporated, exists to resource, encourage and focus its communities to grow in Christ and make him known to all people. We encourage our congregations to reach out into their communities to help people of all ages to hear the word of God and to allow it to enrich their lives.

Mawson Lakes Community Church are planning to undertake such an outreach opportunity by hosting 'The John Maxwell Team Global Youth Initiative' at their church. With such a large proportion of residents in the Mawson Lakes area and surrounding suburbs being in the target age bracket of 12-18 years of age we believe that this event will provide opportunities for teenagers and young adults to enrich their lives, become more confident adults and to share this experience with others in a safe learning environment.

The event is being organised to deliberately target students of high school age. This is intended to form relationships between high school students and youth leaders from the Lutheran Church of Australia, and members of Mawson Lakes Community Church. Through the teaching of life skills and self-confidence these young people will learn that they are valued by the community and have a role to play in the community in which they live. The program will teach them organisational skills and time management, leadership skills, how to say no to bullies and provide them with the knowledge to be pro-active leaders in our communities.

Mawson Lakes Community Church is uniquely positioned to minister to families and young people due to their location, their relationship with Endeavour College, and their collaborative relationships with other local Lutheran congregations. We believe this will be an opportunity to encourage people to get to know Jesus and to join a local church or Christian community as well as making friends outside of their school.

We are in full support of Mawson Lakes Community Church hosting this event and would strongly encourage the Salisbury Council to favourably consider their request for grant funding. This event will not only allow these students to become more confident in themselves and their beliefs but also allow them to form relationships between Lutheran youth and youth leaders from surrounding schools and congregations. This is certainly something that we feel should be encouraged in the youth of today. Salisbury Council has a

where love comes to life

good reputation for providing programs for youth and we would welcome the opportunity to partner with you in the endeavour of improving the lives of young people.

Yours sincerely



Angela Rogers
District Administrator

Stephen Schultz

Rev Stephen Schultz
Assistant Bishop for Mission

where love comes to life

Community Event Sponsorship Program

Round 1

Applicant 2/2018

Para Vista P-7 School 50th Birthday Family Fun Day

CESP, Round 1, Applicant No. 2/2018: Para Vista CPC7 School, for the Para Vista P-7 School 50th Birthday Family Fun Day

Information to be submitted with your application	
	Attached
Your most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	? <input type="checkbox"/>
A copy of Event Plan / Checklist, including or concept plans	<input checked="" type="checkbox"/>
Where applicable supply evidence of cash support (e.g. recent bank statement)	? <input type="checkbox"/>
Provide a Certificate of Incorporation demonstrating not-for profit status <i>we are a government school</i>	? <input type="checkbox"/>
Provide a signed copy of committee minutes <u>endorsing the event</u> , authorising an <u>application</u> to the Community Event Sponsorship Program and documenting the <u>authorised project contact</u> <i>minutes included - we don't sign these</i>	<input checked="" type="checkbox"/>
Where applicable provide letters of support for the event	<input checked="" type="checkbox"/>
Where applicable provide a letter/email from the head of the organisation supporting the application <i>I have signed this application</i>	<input checked="" type="checkbox"/>

IMPORTANT

Incomplete applications will be considered non-compliant and ineligible for sponsorship. The applicant will be provided advice and requested to supply any outstanding documentation. Once all documentation has been received, the application will be processed and presented for assessment.

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name of the organisation: <small>As it appears on the Certificate of Incorporation</small>	PARA VISTA CPC7 SCHOOL		
ASIC Registration Number:			
ABN:	99 920 585 174		
Facility Name/Address:			
Postal Address: <small>Registered postal address of the organisation</small>			
Suburb:	Para Vista SA	Postcode: 5093	
2. CONTACT PERSON DETAILS			
Person Responsible for the Sponsorship: <small>(all communication will be directed to this person)</small>	Ms Terena Pope		
Title / Office:	School Principal		
Phone:	Landline: Mobile:		
Email: <small>Please use an e-mail address that will be checked at least once a week.</small>			
3. ABOUT YOUR TARGET AUDIENCE			
Age: All ages	Primary:	Secondary:	
What percentage (%) of your target population reside in City of Salisbury	80%		
Our school is in the City of Salisbury but close to the City of Tea Tree Gully border. We have promoted the event to past staff, students and committee/council members and of course our current school community. We are also promoting the event to the local community with a letterbox drop, posters and media release.			
Anticipated attendance number:	2000		
4. ABOUT YOUR ORGANISATION'S ABILITY AND EXPERIENCE			
What events has your organisation held before:	Event:	Year:	Number of attendees:
Sponsorship			
5. SPONSORSHIP CATEGORY (Please select one only)			
up to \$5,000 <small>Organisations planning to host an event within the City of Salisbury boundaries may apply for Community Event Sponsorship.</small>			<input checked="" type="checkbox"/>
up to \$10,000 <small>Organisations planning to host an event within the City of Salisbury boundaries may apply for Community Event Sponsorship.</small>			<input type="checkbox"/>
Have you sought, or intend to seek funds from another source for this project? <small>(If Yes – where from and the amount of sponsorship requested)</small>		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Source/s:		Amount/s:	

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

About the Event		
<p>How will your event increase participation opportunities for community and economic development?</p> <p>Eg. Does the proposed event:</p> <ul style="list-style-type: none"> - address a gap in community participation / activation - allow the event to increase economic opportunities 	<p>It is an opportunity for prospective families to see our school on show!</p> <p>Guided tours will operate in the morning; classrooms will be open, with academic and creative work on display. Performances from our students throughout the day will keep everyone thoroughly entertained. Our Students will gain valuable experience in performing for a public audience as well as watching other groups perform.</p> <p>Classes will also team up to setup and run their own market stalls alongside local business/community stalls. Students will enjoy a practical and engaging learning experience as they contribute to their economic community. Students will need to access and use resources to make the products, and therefore make decisions about their use and choose their stall theme such as plants, secondhand goods, food/drink, arts, Christmas, etc. Students will identify and apply enterprising attributes throughout this learning.</p>	
<p>How will you promote and advertise the Event?</p>	<p>Facebook page and event</p> <p>School newsletters and Skoolbag app notices</p> <p>Letterbox drop, posters in local business/community windows</p> <p>Invitations to past staff, students and committee/council members</p> <p>Nova Casanovas on Nova 919 on the day</p> <p>Potential to have cross promotion across/shares of our Event on other Facebook pages including The City of Salisbury, What's on in Adelaide pages and our local businesses that have provided donations to our raffle/silent auction/100 entry show bags</p> <p>Media releases through the local messenger newspaper and other media outlets</p>	
<p>Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?</p> <p>Attach letters of support where applicable</p>	<p>Community Group / Business</p>	<p>How they will benefit</p>
	<p>Market Stall Holders including community groups i.e. Girl Guides, SES, SAPOL</p>	<p>Stall to promote their business/community group, to sell their products, services or gain new membership</p>
	<p>Local Businesses</p>	<p>Promotion through raffle/silent auction/100 entry show bag donations</p>
	<p>Local community</p>	<p>The event will feature a range of things to do for all ages and all budgets, a great day out.</p>

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

About the Event	
6. Event DETAILS	
Name of Event:	Para Vista P-7 School 50th Birthday Family Fun Day
Date of Event:	3 November 2018
Location of Event:	Para Vista P-7 351 Montague Road Para Vista SA 5093
Has this organisation held this event before?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes to the above, please provide dates of previous events:	
Brief description of your Event? Describe what you are planning	<p>Para Vista P-7 School, has reached the milestone of being open for 50 years. To celebrate the school will be holding a 50th Birthday Family Fun Day on Saturday 3rd of November 2018 at the school grounds on Montague Road.</p> <p>We are promoting our event to current and past students, their families and the wider community. We expect to draw a large crowd across the day with carnival amusements, food trucks, an entertainment stage, market stalls, a silent auction, classroom tours, and a display of memorabilia in the library where past and current, students and staff can get together and take a walk down memory lane.</p>
Why is the event needed? Eg. Does the proposed event: - increase participation opportunities - provide additional avenue for revenue - add to community and cultural life within the City of Salisbury	<p>Schools play an important purpose in bringing communities together in a positive and social environment. Historical events are an important aspect of community and culture. Our 50th Birthday Family Fun Day provides a space for current, past, future staff and students and the wider community to come together, celebrate, and reminisce.</p> <p>Our intention is celebrate, to break even and cover our costs. Any profits from the silent auction or student market stalls will contribute towards offsetting the costs of maintaining/improving our outdoor spaces (i.e. we have a quote for \$8000 to make repairs to our shelter shed which currently has no power/lighting.)</p> <p>We have community groups including SAPOL, SES and St John attending on the day all of whom provide an opportunity for education and engagement.</p> <p>Thank you for your consideration of our request to help us make our event one for our current and past students and community to remember and be proud of.</p>

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Events seeking over \$10,000 What is the regional or state-wide significance of this event:	N/A
Events seeking over \$10,000 What is the long term vision and sustainability of the event in the City of Salisbury:	N/A

Budget Information

7. USING THE HEADINGS IN THE TABLE BELOW, OUTLINE THE COST OF YOUR EVENT – ALL AMOUNTS ARE TO BE GST INCLUSIVE

Item	Amount	Quote Used
Advertising/Promotion	\$1500	Nova Casanova, Vista Print Banners
First Aid	\$250	St Johns SA Event Health Services
Edu-tainment	\$2000	Warrawong2U, roaming entertainer superhero/princess balloon/magician etc
Weather Insurance	\$220	
Coffee	\$800	A Perfect Cup Van, Hiring of Coffee Machine for Library/Museum
OSHC Market Stall	\$400	
Repairs to main playground which is unusable/dangerous	\$2000	
Hire of tables/chairs/marquees	\$2000	Olympic Party Hire
Student run stalls	\$1500	

a. Total Event Cost

\$10730

b. Your Contribution

\$5730

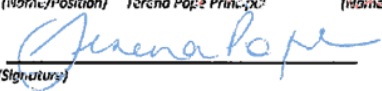

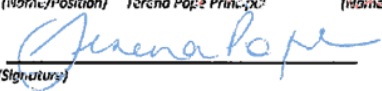

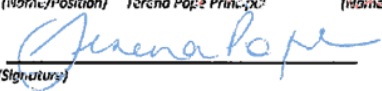

c. Other funds secured

\$0.00

Total Sponsorship Requested
 (= a – b – c)

\$5000.00

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Terms and Conditions of Sponsorship			
<p>All applications are administered according to the following conditions.</p> <ol style="list-style-type: none"> 1. CESP funding will be used expressly for the purpose outlined in the application and as endorsed by Council. Requests to change the purpose of sponsorship must be made in writing and is at the discretion of the Council. 2. A risk management plan will be completed and adhered to. 3. City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works. 4. City of Salisbury is not responsible for any loss or expense endured during event planning and implementation or in relation to the completed event. 5. Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Tax Office to be registered for the GST. 6. Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant. 7. Organisations that are not registered for the GST will not have the grant grossed up. 8. If successful, organisations cannot have their Grant Agreement transferred to another body on the basis of GST registration. 9. A project acquittal must be submitted within twelve (12) months of project completion. Failure to supply proof of expenditure will result in ineligibility for future grant sponsorship. 10. Unspent funds are to be returned to City of Salisbury. 11. The City of Salisbury will be recognised as a major sponsor of the event in all media, speeches, MC notes and programming (noting any use of logos must be approved by the City of Salisbury communications and customer relations team). 			
<p>We agree to abide by the terms and conditions of sponsorship</p>	<p>Yes <input checked="" type="checkbox"/></p>		
<p>APPLICATIONS CLOSE 5PM MONDAY 13 AUGUST 2018</p>			
<p>Application Declaration</p>			
<p style="color: red; font-style: italic;">Please note that this declaration must be signed by two authorised representatives of the organisation; one signature must be the current President/Chairperson</p> <p>On behalf of <u>Para Vista P-7 School</u> (Group/Organisation)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>(Name/Position) <u>Teresa Pope Principal</u></p> <p>(Signature) <u></u></p> <p>(Date) <u>13/8/18</u></p> </td> <td style="width: 50%; vertical-align: top;"> <p>(Name/Position) <u>Leanne Kibbel Governing Council Chair</u></p> <p>(Signature) <u></u></p> <p>(Date) <u>13/8/18</u></p> </td> </tr> </table> <p>Declare that I am authorised to complete this application on behalf of the applying community organisation and that the information contained in this application to the Community Event Sponsorship Program is accurate at the date of submission, and that the application is eligible for consideration under the guidelines and specifications of the program. Further we accept the terms and conditions upon which sponsorship for this project is offered.</p>		<p>(Name/Position) <u>Teresa Pope Principal</u></p> <p>(Signature) <u></u></p> <p>(Date) <u>13/8/18</u></p>	<p>(Name/Position) <u>Leanne Kibbel Governing Council Chair</u></p> <p>(Signature) <u></u></p> <p>(Date) <u>13/8/18</u></p>
<p>(Name/Position) <u>Teresa Pope Principal</u></p> <p>(Signature) <u></u></p> <p>(Date) <u>13/8/18</u></p>	<p>(Name/Position) <u>Leanne Kibbel Governing Council Chair</u></p> <p>(Signature) <u></u></p> <p>(Date) <u>13/8/18</u></p>		

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Governing Council Meeting

Term 4 Week 2 24 October 2017

CHAIRPERSON: Chris Burdett

MINUTE TAKER: Matt Brumby

Meeting Opened at 7:00pm

Present: Chris Burdett, Judith, Leanne, Ceryle, Tanla, Terena Pope, Melissa Mills, Matt Brumby, Rebecca, Monika

Apologies:

Acknowledgements: Congratulations to Melissa Mills on her appointment to the Assistant Principal

Acceptance of Minutes:

*Typo error of 'ridden' instead of 'written' in response to debts
Otherwise accepted.

Action Sheet Follow Up:

Correspondence:

In - none

Out - none

General Business

- **Therapy Dogs (Melissa).** 'Story Dogs' is a program where students can read to dogs to help with their fluency. We have currently put forward an application.
- **Concert Catering** - Governing Council to take the lead and support the Canteen. A roster system will be put forward to ensure parents are able to watch Concert items. Concert Catering Committee will meet soon to finalise details. The group will first meet on Thursday morning (26/10).
- **QKR App** is currently up and running. This service provides an opportunity for our community to purchase Canteen items via an online account. Notices have been handed out to students.
- **Fund My Neighbourhood (Leanne)** - A possible opportunity for \$150,000 grant in State funding. We are currently seeking community support to vote for our project for the Top oval. The project will support our Nature Play work, provide an upgraded community space and conservation & development of a native garden. Members of our community are encouraged to cast their vote by 20th November.
- **New Signage (Terena)** - Kiss and Drop signs have been purchased. Trial will be planned at a later date.
- **World Teacher's Day (Terena)** - Morning Tea to be prepared by SSO's, Governing Council and Student Leaders. The day will be celebrated this week on Friday 27th October.
- **50th Year Celebration (Terena)** -
- **Discussion included:**
 - o Commemorative Yearbook from MSD (Photo Company) to celebrate the 50th Birthday.
 - o 50th Celebration Concert with '50s Theme' instead of End of Year Concert
 - o Fundraising - each class to come up with a fundraising idea for the community to take part in.

- o Facebook page for Old Scholars to be designed once a date has been finalised.
 - o **Proposal**
 - o That there be a celebratory assembly on Friday 2nd November 2018 followed by a Morning Tea and Cake for the community.
 - o That the Birthday Party (community event) be scheduled for Saturday 3rd November 2018
- Moved: Leanne Seconded: Ceryle Vote: unanimous agreed
- **Children's University (Melissa)** - a Representative will be sharing their program at Staff Meeting in Week 4. Governing Council are invited to attend.

Reports

- **Leadership Report** tabled for reading
- **OSHC** - verbal report
 - o Overall loss of \$1000
 - o Holiday/Vacation Care continues to be successful
 - A change to 7am for Vacation Care was proposed by a parent. This proposal will need to go through Licensing and Financing.
 - o Budgeting - OSHC currently exploring the possibility of fencing off an area to support students before external School gates are locked.
 - o Pet - OSHC looking into Pet Policies to possibly add a fish to the OSHC family
- **Canteen** - verbal report
- **Funding and Grants:** verbal report
- **Fundraising** - verbal report, pursuing Pie Time Fundraiser amongst the community
- **Finance** - tabled at meeting
 - o **Motion** - After 30 days of notice of unpaid fees, seeking approval for finance to pursue Debt collection.
 - Ceryle moved, Rebecca seconded, APPROVED

Any Other Business:

- Leanne to seek out venues for our Governing Council end of year Dinner.
- A meeting will start off the evening, followed by dinner together.

Confirmation of next meeting:

Tuesday 28th November at 6pm, starting at Para Vista.

Meeting Closed at 8:22pm



Para Vista Preschool-7 Governing Council Minutes

Date: 19/6/2018

Chairperson: Leanne Rehill

Minute Taker: Matt Brumby

Present: Terena Pope, Ceryle Gaehl, Larissa Lumsden, Karen Zanker, Leanne Rehill, Lisa McMahon, Matt Brumby

Apologies: Melissa Mills, Chris Burdett, Judith Santopietro, Monica Glebel

Acceptance of Previous Minutes:

Minutes went via Anne Elliott to ensure finance details and components are accurate, as per auditor requirements.

Motioned: Karen

Seconded: Ceryle

Outcome: Passed

Actions Follow Up:

- Governing Council have followed up with Preschool Philosophy statement

Correspondence:

In- Casual Day notification, School Post magazine

Out-None

General Business:

- **Children's University:** Students taking part in the program have checked in with staff about their hours. Some students are doing very well and have almost accumulated enough hours to graduate. A group of students have yet to accumulate any hours. Staff are currently exploring ideas to 'hook them in'.
- **50th Celebrations Committee Meeting:**
 - The Wednesday meeting for Week 7 was postponed due to Staff T&D.
 - St. Johns First Aid have been booked. There is a cost of \$200.
 - Local community groups have been approached and some are starting to get back to us about availability.
 - Nova 91.9 have also been approached. There is a cost, yet there will be promotional items for giveaways and games provided. This will be for a one hour session.
 - A brochure is in development to help reach out to our community about being 'stall holders'. This will include a stall holder agreement with terms and conditions.
 - Report back next Governing Council meeting in Term 3.

J:common/governing council/minutes proforma

- o Larissa has explored opportunities to apply for grants to support the event. GC has endorsed her to apply for Community Event Sponsorship Program through Salisbury Council.

- **Fund My Neighbourhood Project:**

- o Tender documents have been put forward and initial works are currently underway.
- o Our community had the opportunity to contribute to ideas around the nature play area. This included a large variety of play spaces that were presented and voted on.

- **Valley View Proposal:**

- o Valley View Secondary School have reached out with a variety of ways in which to engage with our community. This initiative will support their connection with us and provide information to families.
- o A Student Leadership day was suggested and declined by us as it did not link in with what our Student Leaders are currently working on.
- o Another option was put forward of having a coffee van before school to connect with families. The end of day is seen as a busier time, so this will be put forward to Valley View by Terena.
- o Links to other community events such as Sports Day, 50th Celebration will also be suggested.

Fundraising:

- Classrooms are joining together with their Buddy Classes to prepare and present a fundraising stall at the 50th Celebrations.
- Bunnings Barbecue on Tuesday 10th July, 2018 at Modbury. This will be held during the first week of School Holidays. A call out for volunteers to join Leanne is requested.

Leadership Reports:

Emailed and tabled
Accepted: Larissa
Seconded: Rebecca
Outcome: Passed

OSHC Report:

- No official report
- Holiday program being developed
- Effective from July 1st, a pay increase of staff will be in place. This may impact the OSHC budget in future finance reports.

Canteen Report:

- No official report
- Motion: Katie Lowe stepped in for a day in the Canteen whilst Aileen and Leanne were unavailable. A motion was put forward for Katie Lowe and

J:common/governing council/minutes proforma

Leanne Rehill to be endorsed by the Governing Council to be paid as relief staff when the Canteen manager is unavailable.

Proposed: Terena

Seconded: Lisa

Motion: Passed

Finance Report:

Emailed, tabled and attached.

Motion: Move to amend 2018 budget to accommodate for TRT's \$32,520 and increase Grounds Maintenance Work to \$34,000. Decrease Neuroscience.

Moved: Larissa

Seconded: Leanne

Outcome: Passed

Anne Elliott to explore COSTCO card in comparison to current prices and other bulk buyers.

Acceptance of Finance Report: Ceryle

Seconded: Karen

Outcome: Passed

New Business:

- Lisa (Staff Rep): Query around the reasoning behind why the School Closure Day was not suggested during 'Show Week'.
 - Over the years the closure day has been connected to the day following the End of Year Concert. This has been discussed during Staff Meetings and proposals were put forward to Governing Council.
 - Concerns raised around the process for this years' School Closure Day after the 50th Celebration.
 - Lisa to connect with staff in the meantime to follow up.

Next Meeting: TERM THREE, Tuesday 7th August, 2018

Meeting Closed: 8:15pm

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Item 7.2.9 - Attachment 2 - Applicant 2.2018 - CESP - Round 1 - Para Vista CPC7 School

Cotton on Kids (Head Office)	Yes Web Contact Form	No	New policy they only donate to those who can physically collect (VIC)
Crayola Australia	Yes Emailed		
Crumpler (Adelaide Gawler Place)	Yes Emailed		
Discovery Parks	Yes Emailed Followed up		
Diner Australia	Yes Web Contact Form	No	
Drakes (Head Office)	Yes Emailed	No	No but offer to join the Community Dollars program
Eco Crayons	Yes Emailed		
Eco Hair	Yes Web Contact Form		
Endota Spa (TTP)	Yes Emailed Followed up		
Endota Spa (Mawson Lakes)	Yes Emailed		
Essential Beauty (TTP)	Yes Emailed Followed up		
Essential Earth Group	Yes Emailed		
Event Cinemas			
Fenere/Kinder Surprise	Yes Emailed	No	
Flip Out	Yes Emailed	No	No, they support Schools who use their facilities
Foodland Valley View			
G-Fresh	Yes Emailed Followed up		
GU Film House (Adelaide)	Yes Web Contact Form		
Hallighs	Yes Emailed	No	No
Hallhouse Warehouse (Head Office)	Yes Emailed	No	No, recommends approaching local stores
Harbourtown (Head Office)	Yes Web Contact Form	No	No, However, we would be happy to discuss providing you with mail space free of charge to help raise funds.
HEALTH PARTNERS (HEAD OFFICE)	Yes Web Contact Form	No	
Hogs Breath (Holden Hill)	Yes Web Contact Form		
Holden Hill Music	Yes Emailed Followed up		
Holey Moley	Yes Web Contact Form		
Hoyle's (TTP)	Yes Emailed		
Indie Farm Recreation Centre	Yes Web Contact Form	No	
Jane Grech Dance Centre	Yes Emailed		
Kerry's Toys (Derran Court)	Yes Web Contact Form		
Kinderball	Yes Emailed Followed up		
Krispy Kreme	Yes Emailed	Offered to be one of the Food Trucks/Marquees on the day of the event - We declined the offer politely.	
Latitude	Yes Emailed	No	
Largo	Yes Emailed		
Largo Australia	No - Mentions on their website not to bother		
Lodgops Golden Grove	Yes Web Contact Form		
MagShop	Yes Emailed		
Majestic Minima Hotel	Yes Emailed	No	
Marley Spoon	Yes Web Contact Form		
Mawson Lakes Hotel	Yes Emailed Followed up		
Mayfair Hotel	Yes Emailed		
Mega Adventure course- West Beach	Yes Emailed		
Miller Apartments	Yes Emailed		
Nestle	No - Mentions on their website not to bother		
Noahs Art (Holden Hill)	Yes Web Contact Form		
North Adelaide Football Club	Yes Emailed Followed up		
Nuscope	Yes Emailed		
Officeworks Gillies Plains	Yes Emailed Followed up		
Opus	Signed Letter Posted as per instructions on website		
Palace Nova (Prospect)	Yes Emailed		
Parcy With Grace	Yes Emailed		
Pet Barn (Holden Hill)	Yes Web Contact Form		
Plaster Fun House Salisbury	Yes Emailed		
Port Adelaide Indoor Paintball	Yes Emailed		
Port Adelaide Power	Sheree/Lisa McMahon		Email returned: Undelivered Mail Returned to Sender
Pullman Hotel Adelaide	Yes Emailed		
Pumped Indoor Skate Park	Yes Emailed	No	
	Yes Web Contact Form (used my membership number in the form)	No	

Businesses to request donations from

BUSINESS NAME	CONTACTED	RESPONSE
Adelaide Crows	Yes Emailed	110x A4 size team posters and 110x stickers - Posting direct to the School
Adventure	Yes Web Contact Form	100 x discount vouchers for Show Bags, a 12 month subscription value \$79 for raffie/silent auction - will send closer to the event date
Chilvercrest State Swim	Yes Emailed	Gift voucher for raffie/silent auction - RECEIVED @ School Office
Commonwealth Bank	Anne Elliott Contacted	100 x Dollar mite packs for Show Bags, 1 x raffie/silent auction item, 25x money boxes (trying to get more money boxes and potentially 100 bags)
Francis Bedford MP	School Contacted	\$250 towards St Johns First Aid
Grasshopper Soccer (Windsor Gardens)	Yes Emailed	Printable Voucher - Emailed to Anne
Instalable World Salisbury	Yes Emailed	5 Free Family passes and 100x flyers for show bags - RECEIVED @ School Office
Jingle Farm Library/ City of Salisbury Libraries	Yes Web Contact Form	Photocopies for show bags and raffie/silent auction book pack - Collect from Legh Farm Library, need to organise collection
LEAGUE UNITED SALISBURY	Yes Web Contact Form	Round of Golf for 2 including the use of an electric cart. (Valued at \$80) have provided logo for promotion contact them 1 month out for collect
Mega Courts Indoor Sports	Yes Web Contact Form	Voucher for a come and play session for 5 people valued at \$72 - RECEIVED must put winners name on voucher @ School Office
Office for Recreation and Sport/ Sports Vouchers	Yes Emailed	Contact them again closer to the date, designing new flyers may or may not be ready in time for our event
Reading Eggs	Yes Web Contact Form	3 x 3-month Reading Eggs subscription packs for raffie/silent auction - Posted to the School
SA Quality Home Improvements	Yes Web Contact Form	100x mini bling balloons - Posting direct to the School
SAMPS	Yes Emailed to advise Fire Truck visit logistics too complicated	100 x stickers for Show Bags - RECEIVED @ School Office
Spring Gully Foods	Yes Web Contact Form	Gift Basket for raffie/silent auction - RECEIVED @ School Office
Theatre Bags	Yes Emailed	Printable Voucher - Emailed to Anne
ABC Kids/Me	Yes Web Contact Form	No
Adelaide Bite	Yes Emailed	No
Adelaide Bite	Yes Web Contact Form	No
Adelaide Bite	Yes Emailed	No
Adelaide Ice Arena	Yes Emailed	Email returned: Undelivered Mail Returned to Sender
Adelaide Lightning	Yes Emailed	No
Adelaide Oval/ Adelaide Roof Club	Yes Emailed Advised to complete this form. Form completed 31/07/2018	No
Adelaide Roller City	Yes Emailed Followed up	
Adelaide United	Yes Emailed	
Adelaide's Haunted Horizons	Yes Emailed	
ARC Campbelltown	Yes Emailed	
Ausgulf.com.au	Yes Emailed	No
Australian Geographic	Yes Web Contact Form	No
Barossa Fine Foods	Yes Web Contact Form	We will get back to you as soon as possible
Bickford's	Thinking about it:	
Bounce	Yes Emailed Followed up	
Bowland Salisbury	Yes Emailed Followed up	No, but provided details re Fundraising Program
Bright Stars	Yes Web Contact Form	
Burnings	Thinking about it: http://www.burnings.com.au	
Cadbury	No longer accepting product donation or sponsorship requests	
Café de Villis (Blair Athol)	Yes Web Contact Form	Told to visit local service station and speak with Manager - will do this
Canter	Yes Web Contact Form	No
Cart Mania Gepps Cross	Yes Web Contact Form	Unable to assist with News weather cross due to event times
Channel 7 News	Yes FB Message	
Children's University Adelaide	Yes Web Contact Form. Requested official letter posted, sent	
City of Salisbury	Yes Emailed	
Coca-Cola Amalit	Yes Emailed	No - Policy not to donate to events aimed at under 12 year olds
Colles Express Clovercrest		
Colles Express Valley View		
Colgate Palmolive	Yes Web Contact Form	No
Core Physiotherapy & Pilates Studio (Holden Hill)	Yes Emailed	



2nd July 2018

Dear Mr/Mrs Business Owner

I am writing to you on behalf of the Para Vista P-7 School, which has reached the milestone of being open for 50 years. To celebrate the school will be holding a 50th Birthday Family Fun Day on Saturday 3rd of November 2018 at the school grounds on Montague Road.

Our event is being advertised to current and past students, their families and the wider community and we expect to draw a large crowd across the day with carnival amusements, food trucks, an entertainment stage, market stalls and a silent auction.

We are contacting local businesses for donations towards both our silent auction as well as items that we can include in our entry show bag, such as vouchers, stationery items, stickers, novelty items etc. We are limiting the number of show bags to 100 to encourage families to arrive early for the festivities.

Can you please help us out with a donation of a product or service from your business for the silent auction and/or the show bag as it will assist us with creating a quality event for our students, their families and the local community members.

Thank you for your consideration of our request to help us make our event one for our students and the community to remember.

For further information or to make arrangements to donate an item please contact 8264 9588.

Sincerely,

Leanne Rehill
Chairperson
Para Vista P-7 Governing Council



From: Pope, Terena (Para Vista Primary School) [
Sent: Monday, 13 August 2018 3:55:15 PM
To: City of Salisbury
Subject: Application for Community Event Grant Para Vista P-7 School

Hi, please find attached our application for a community event grant to support our 50th Celebrations on November 3 2018. I have not included our audited financial reports from 2017 as they reflect the whole of site financial situation which has no relevance to this event which is being managed by Governing Council members, staff and interested parents.

There is a small budget allocation to support this event (see application budget page for details).

As we are a Government school, we are not for profit, however, we do not have a certificate to state this.

Should you require anything further to the attached to enable our application to be considered for funding, please contact me.

Regards,

Terena Pope

Principal



This message is intended for the addressee named and may contain privileged information or confidential information or both. If you are not the intended recipient please delete it and notify the sender.

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Community Event Sponsorship Program

Round 1

Applicant 3/2018

REAL Estate Mawson Lakes Lions

Community Christmas Carols

**CESP, Round 1, Applicant No. 3/2018: Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch,
for the REAL Estate Mawson Lakes Lions Community Christmas Carols**

Information to be submitted with your application	
	Attached
Your most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	<input checked="" type="checkbox"/>
A copy of Event Plan / Checklist, including or concept plans	<input checked="" type="checkbox"/>
Where applicable supply evidence of cash support (e.g. recent bank statement)	<input checked="" type="checkbox"/>
Provide a Certificate of Incorporation demonstrating not-for profit status	<input checked="" type="checkbox"/>
Provide a signed copy of committee minutes <u>endorsing the event</u> , authorising an <u>application</u> to the Community Event Sponsorship Program and documenting the <u>authorised project contact</u>	<input checked="" type="checkbox"/>
Where applicable provide letters of support for the event	<input checked="" type="checkbox"/>
Where applicable provide a letter/email from the head of the organisation supporting the application	<input checked="" type="checkbox"/>

IMPORTANT

Incomplete applications will be considered non-compliant and ineligible for sponsorship. The applicant will be provided advice and requested to supply any outstanding documentation. Once all documentation has been received, the application will be processed and presented for assessment.

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Event Sponsorship Program



Submission date: 13/08/2018 04:55 PM

Receipt number: 7

Question	Response
Application Form	
Name of the organisation:	Lions Club of Gilles Plains - Mawson Lakes Lions Club Branch
ASIC Registration Number:	062740078
ABN:	33062740078
Facility Name/Address:	n/a
Postal Address:	
Suburb:	
Person Responsible for the Sponsorship:	Mr
Name	Alex J Coates
Title/Office:	Treasurer
Phone	
Email	
Age	120
What percentage (%) of your target population reside in City of Salisbury?	80%
What events has your organisation held before?	Mawson Lakes Business Breakfast - August 2018 70 people, Blanket Salisbury with Love 2018 300 people, Mawson Lakes Business Breakfast - June 2018 70 people, Mawson Lakes Business Breakfast - April 2018 100 people, Clean-up Australia Day 2018 30 people
Sponsorship category (please select one only):	up to \$10,000
Have you sought, or intend to seek funds from another source for this project?	Yes
Source/s:	REAL Estate \$7,000 / Calvary Hospital \$5,000 / Mawson Lakes Primary School \$5,000 / Endeavour College \$1,000 / Taplin \$1,000 / Rebel Ford \$1,500 / Terry White Chemist \$500 / Quest Mawson Lakes \$250 TOTAL \$21,250
Amount/s:	21250

1 of 4

Question	Response
Name of event:	REAL Estate Mawson Lakes Lions Community Christmas Carols
Date of Event:	07/12/2018
Location of Event:	Mobara Park, Mawson Lakes
Has this organisation held this event before?	No
If yes to the above, please provide dates of previous events:	The event has been run by a different group for the past 15 years.
Brief description of your Event:	The Mawson Lakes Community Carols is the major annual event that brings the Mawson Lakes Community together to celebrate the joy of community, reflect on the year past and look forward to a bright year ahead. The event has been held in Mawson Lakes since 2001 with a break last year. The Mawson Lakes Lions Club is bringing back this event with support from local businesses and the local community. We have both local schools as sponsors and students and teachers from the Mawson Lakes School will be involved with our carols concert. The carols concert will also feature local artists, the army band, Bollywood artists and acclaimed singer Rachael Leahcar with the night hopefully concluding with fireworks. It will be the biggest event in Mawson Lakes and one of the biggest one-day events in Salisbury this year.
Why is the event needed?	The event is needed to build community capacity and provide a key seasonal event for the local Salisbury community and residents from surrounding areas. As a community organisation, the Mawson Lakes Lions Club is striving to build community resilience and real engagement between community members through our projects and events. We believe this event will provide community members with a chance to interact with each other, feel proud to be a City of Salisbury resident and enjoy a free community event. Over 44% of the households in Mawson Lakes are families with children which we believe will be a major target group for the event. The event will deliver exposure for local businesses, opportunities for local artists to perform and enhance their skills and provide a positive multicultural and diverse event to provide joy to the local community. The event will provide economic investment in the City of Salisbury with mostly local vendors and will build community confidence and a sense of place. The event will also provide a fantastic opportunity for the local lions' club to share the work of lions and enhance their event management skills.

Question	Response
How will your event increase participation opportunities for community and economic development?	The event will increase participation opportunities for the local community as it provides many opportunities for community involvement in this totally volunteer run event. Local residents will have opportunities to participate in the event as performers, food vendors and in the event management team. The performers will gain new skills, the vendors will benefit from increased economic activity and the event management team will enhance their skills. Bricks and mortar businesses in Mawson Lakes will also benefit with the event being run on a Friday evening there will be lots of opportunities for the crowd to visit local businesses, coffee shops and restaurants prior to the event and both of the schools in Mawson Lakes will be fundraising at the event. The Mawson Lakes Community Carols will contribute to the City of Salisbury achieving parts of three of the four pillars of the City Plan. The event will contribute to Salisbury being a prosperous city by providing opportunities for skill development and business growth that will contribute to a more skilled community and potentially more jobs. The event will demonstrate that Salisbury is a liveable city with council supporting events to build community capacity and resilience and work towards a more connected and happier community. The event will also show that Salisbury is a city with a positive attitude that understands the needs and expectations of the local community.
How will you promote and advertise the Event?	The Event Management Committee will promote the event in many ways – - A letterbox drop of every home and business in Mawson Lakes and potential for further advertising within the City of Salisbury with assistance from sponsorship. - Extensive Facebook and social media promotion - Posters in local businesses - Media releases to Community and Commercial radio in Salisbury and beyond, Messenger Newspapers and the Advertiser - Banners on Main North Road and Salisbury Highway - Advertising through council social media and publications, and media partnerships (in-kind) - Advertising through Lions publications (in-kind)
Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?	The Mawson Lakes School are one of our main sponsors and through their sponsorship their students are getting the opportunity to work with our MC, perform before a large audience and meet the headline act. Students will also test their design skills in a competition to design an image for the cover of the program. The Mawson Lakes Lions Club Branch and its members will benefit through extensive promotion, an opportunity to enhance their event management skills and a potential to recruit more members. Indulge Café which has provided a support letter and the other bricks and mortar businesses will benefit from the event. Some businesses will benefit through sponsoring the carols and others will benefit through sales of food or drink on the evening of the event.
Community Group / Business	As Above
How they will benefit	As Above - 4 support letter attached, 2 more hand delivered to events team.
Attach letters of support where applicable	Support Letter T Zappia.pdf Letter of Support. MLLCB Carols Grant Pat Williams.docx Letter of support MLLCB (1).doc Letter of Support - Indulge.pdf Carols Financial Statement.docx Lions Minutes 21-7-2018.docx

3 of 4

Question	Response
<p>**Events seeking over \$10,000** What is the regional or state-wide significance of this event?:</p>	<p>The Mawson Lakes Community carols will be regionally significant if they will likely draw residents from across the Northern suburbs and Adelaide Plains. The carols will be promoted locally in the Adelaide Plains, Barossa, Playford, Port Adelaide Enfield, Salisbury and Tea Tree Gully council areas and across a wide area of Metropolitan and country SA through Lions. We believe the event will assist council with its tourism strategy. The event will showcase Mawson Lakes and the City of Salisbury as a destination to visit for the day enjoy the local shops and nearby attractions or as a base to explore the local area. The Lions District Handover Dinner recently saw more than 150 people from across South Australia gather at the Mawson Lakes Hotel. The event will be advertised to hotel residents within Mawson Lakes and surrounding caravan parks. The carols will have participants from a diverse range of cultural backgrounds and so will draw families from Afghanistan, India, Vietnam and many more cultures to the event. In previous years there has been crowd of over 3,000+ people and we are confident that this will occur in 2018 and future years. The event will portray a very positive image of Salisbury and will likely be one of the major events in the City of Salisbury.</p>
<p>**Events seeking over \$10,000** What is the long term vision and sustainability of the event in the City of Salisbury:</p>	<p>The Mawson Lakes Carols has been successfully run for 16 years and has so far this year achieved nearly \$20,000 in sponsorship showing that there is support for the carols from the local residential and business community. We are confident with the community response already received that this will occur again this year with growth to be expected since it was significantly missed last year. The carols has a long term future. Our confidence is enhanced by the fact that many of the Mawson Lakes and surrounding communities identify as Christian and are likely to attend, although Christmas is a Christian holiday, it has been celebrated by multiple faiths and those without a religious background for many years so we expect an interfaith crowd. The event attractions will attract over 800 families attached to the local primary and secondary schools to be involved in the event. The event will be very inclusive with acts from different religions, cultural backgrounds and beliefs. The event will have a significant reach into multicultural communities and groups. We additionally have a significant online following already with more than 1,200 Facebook followers and we hope to grow this event into the future.</p>
Please upload your budget spreadsheet from the template provided.	event_budget Mawson Lakes Carols.xlsx
Position:	Treasurer
9. APPLICATION DECLARATION	Name of signatory: Alex J Coates Link to signature
We agree to abide by the terms and conditions of sponsorship	Yes
On behalf of (Group/Organisation)	Mawson Lakes Lions Club
Name:	Lauren Brewer - President
Date:	13/08/2018

4 of 4



YOUR EVENT BUDGET

OUTLINE THE COST OF YOUR EVENT - ALL AMOUNTS ARE TO BE GST INCLUSIVE		AMOUNT	QUOTE USED
Item			
Room Hire	\$	610.00	Denison Centre
Face Painting and Santa	\$	920.00	Mad Hatter Parties
Artist Fees	\$	2,750.00	Platinum Creative
Fireworks	\$	4,500.00	Firework Professionals Pty Ltd
Flyers	\$	429.00	Replica Press
Main North Road signage	\$	726.00	Haynes Signs (ex design costs)
Power and Cabling	\$	400.00	Kennards Hire
Staging	\$	5,859.00	Staging Solutions
First Aid	\$	150.00	St John Ambulance
Advertising	\$	1,092.00	Mawson Lakes Living
Sound and Lighting	\$	6,000.00	20 Sound Hire and Production
Security	\$	1,641.20	Titanium Security
Portable Toilets	\$	1,958.00	Quotes being sought
APRA Licence		\$82.50	APRA
Contingency		\$3,000	
a. Total event cost	\$	30,117.70	
b. Your contribution		In Kind	Volunteers, Facebook Ads
c. Other funds used		\$21,750	
TOTAL SPONSORSHIP REQUESTED	\$	8,367.70	

Ann-Marie Arthur

From: -
Sent: Wednesday, 22 August 2018 12:24 PM
To: Ann-Marie Arthur
Cc: BREWER Lauren; Mawson Lakes Lions Club
Subject: CESP 2
Attachments: Security Quote.docx; Carols Minutes.pdf; Carols Financial Report.pdf; Platinum Creative Invoice.pdf; Fireworks Invoice.pdf; Haynes Signs Invoice.pdf; Mawson Lakes Living Invoice.pdf; Bianco Toilets Invoice.pdf; Global Dance and Stage.pdf; 20 Sound Hire and Production.pdf; Kennards Hire.pdf; Replica Press.pdf; St John Ambulance.pdf; Mad Hatterz Parties.pdf; Denison Centre.pdf; event_budget Mawson Lakes Carols.xlsx

Hi Ann-Marie, The final quote has just arrived.

Please find attached or below all of the information that you requested. Please also find attached an updated event budget based on the latest quotes/invoices.

1. We have received multiple applications this round and therefore would like to confirm if the REAL Estate Mawson Lakes Lions Community Christmas Carols will still be held if you receive less funds than you have requested? Yes / No

The Mawson Lakes Community Carols will run if we received a lesser amount of funds. We have demonstrated strong community and corporate support for our event. Our event will be one of the largest events in Salisbury and the largest event in Mawson Lakes this year. The Mawson Lakes Lions Club is committed to delivering the carols this year and we will do all we can to achieve this.

2. Will the event be held if you only receive \$5,000? Yes / No

The event will be held if we receive \$5,000 from the CESP. If we don't receive the full grant amount then we may need to look at reducing free activities at the event as we have been very responsible in achieving good value from our contractors and we don't have much room to move to reduce costs without impacting the event.

3. Further to this can you please outline how / if Mawson Lakes Lions will cover the \$2,276.58 requested over budget (grants are available for up to \$10,000): Please detail

We expect that the event costs with several revised quotes will fall within the \$30,000 total that we have raised from sponsors and are anticipating from the CESP. We will continue to fundraise leading up to the event and are confident that we will have a very successful event.

4. We will also require a signed copy of your Meeting Minutes and Financial Statement. Please attach

Both are attached

5. If you have quotes or invoices for costs outlined in the budget (eg, hall hire, Mad Hatterz parties, Fireworks, Kennard's etc), security etc.). Please forward them to me for inclusion in your application.

All are attached.

Many Thanks

Alex Coates JP B.Intl.St.

Treasurer

Acting Secretary

PR Team Member

~

~

Email..

This electronic transmission may contain confidential or sensitive information. If you receive this message in error please keep the information confidential, delete the transmission and contact alex.coates@yahoo.com.au immediately.

Mawson Lakes Lions Branch Club MINUTES

Venue: The Mawson Centre, Mawson Lakes, Dress: Neat casual

Meeting: 21st of July, 2018, 1pm start

1pm	Meeting Opened	Lauren
	<p>President Lion Lauren opened the meeting at 1pm</p> <p><u>Attendance:</u></p> <p>President - Lion Lauren, Lion Alex, Lion Muhammad, Lion Kaye, Lion Ted, Lion Thomas, Lion Ajay, Lion KO</p> <p>Apologies – Lion Lovai, Lion Arwa, Lion Beau</p> <p><u>Presidents Report:</u></p> <p>Lion Lauren reminded members about upcoming events and reported on the success so far of the Blanket Salisbury with Love event.</p> <p><u>Treasurers Report:</u></p> <p>Lion Alex advised members about current fundraising and advised the following bank balances –</p> <p>Admin Account - \$2,381.40</p> <p>Activities Account - \$1,265.51</p> <p>Christmas Carols Account - \$9,312.37</p> <p><u>Secretary Report:</u></p> <p>The secretary was absent.</p> <p><u>Business items:</u></p> <p>Motion</p> <p>That the Mawson Lakes Lions Club Branch run, manage and deliver the Mawson Lakes Christmas Carols with local businesses and other local community groups.</p>	

	<p>Moved: Lion Alex</p> <p>Seconded: Lion Muhammad</p> <p>CARRIED UNANIMOUSLY</p> <p>Motion</p> <p>That the Mawson Lakes Lions Club Branch apply for at least \$10,000 from City of Salisbury's Community Event Sponsorship Program to assist with funding the Mawson Lakes Christmas Carols with local businesses and other local community groups.</p> <p>Moved: Lion Thomas</p> <p>Seconded: Lion Alex</p> <p>CARRIED UNANIMOUSLY</p>	
	Any General Business by members Guest Comments / Announcements	Members
1:25pm	President Lion Lauren closed the meeting at 1:25pm and advised that the next meeting will be at 10am on Saturday 4 th August 2018.	Lauren

We meet essentially every 1st & 3rd Saturday morning of the month in Mawson Lakes, if you are unsure of whether a meeting is occurring please contact the President/Secretary (mawsonlakeslions@gmail.com).

Signed as a true and correct record as verified at the meeting of 4th August 2018



Lauren Brewer
President

I, ALEX J COATES o:
as TREASURER of the MAWSON LAKES LIONS CLUB herby certify
that the below information is current as at 13th AUGUST 2018.

FINANCIAL STATEMENT

Mawson Lakes Lions Administration Account Balance

\$2,381.59c

Mawson Lakes Lions Activities Account Balance

\$1,770.60c

Mawson Lakes Lions Christmas Carols Account Balance

\$12,876.37c



Certified
Alex J Coates
Treasurer
Mawson Lakes Lions Club Branch



Verified
Lauren Brewer
President
Mawson Lakes Lions Club Branch

Lions Club of Gilles Plains Inc

District 201C1, Region 2, Zone 4.
P O Box 208, Greenacres, SA, 5086.
Free Phone 1300 831 520



Web address: -
Club Email address:

President
Ted Osborn

Secretary
John McIntosh

Treasurer
Peter McKinnon

Letter in Support of Claim for Financial Grant by Mawson Lakes Lions Club Branch

TO WHO IT MAY CONCERN

The Mawson Lakes Lions Club Branch is a newly formed community group located in Mawson Lakes and is a branch of the Lions Club of Gilles Plains Inc.

The membership of the Branch club is young, enthusiastic and energetic and wish to revive the Mawson Lakes Christmas Carols which have not been held in recent years.

Planning commenced some 3 months ago and is well under way but requires financial help to make sure that the Carols Night is successful.

Mawson Lakes Lions Club Branch was formed in June 2017 by the two Lions who at present hold the positions of President and Vice President, and through letter boxing and information nights have recruited 9 other members. When membership exceeds 20, the Branch will become a Lions Club in its own right.

As the membership has gradually increased the club has held, letterbox drops, Business Breakfasts, participated in Daffodil Day and Blanket Salisbury with Love (in conjunction with AnglicareSA) and took on the Cleanup Australia Day collecting rubbish around Mobara Park and neighbouring streets.

Lions is an International organisation with members and clubs on every continent in the world and have supported Childhood health (including measles immunization), Diabetes research, Environmental issues, Worldwide Hunger, and Sight restoration and Sight health. These issues are also supported in Australia, and locally.

With the backing of the members of the parent club, I fully support the Mawson Lakes Lions Club Branch in applying for a Grant from the City of Salisbury to assist with the funding of this event

E.J. (Ted) Osborn
President Lions Club of Gilles Plains Inc
Club Liaison Officer Mawson lakes Lions Club Branch
Mob
Letter of support MLLCB (1)

Treasurer's Report 2018

My first year as Treasurer has had some interesting moments and a great learning experience, I have decided not to present a "page report" each work meeting but just to give you a brief verbal report of where we stand, this is no reflection on former treasurers, if any one wishes to look at the monthly report I have a copy with me for Lions to look over, if you wish to go back to what we had before I have no problems with that either

Over all our club has done well in our fund raising with the limited opportunities we have and the availability of our own members to attend.

Administration	\$4348.62
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Activities	\$4204.49
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Letter of Support.

Christmas Carols Event. Mobara Park Mawson Lakes.

An Initiative of the Mawson Lakes Lions Club Branch.

To Whom It May Concern.

Lions District 201C1 is a part of the Worldwide Lions International Organisation with over 1.5 million members. These volunteers support many projects worldwide including Diabetes, Childhood Cancer Research, Measles Vaccination, Mental Health and Lions Prostate Cancer Research.

Locally Lions support the Environment, Youth through the Operation Flinders Project, Recycle Glasses, and the Lions Drug Awareness Foundation to name just a few.

Mawson Lakes Lions Club Branch, one of 62 clubs in C1, are looking to restart the very successful Community Christmas Carols Event in Mobara Park at Mawson Lakes again. Apart from the many volunteer hours that will be needed to make this event a success, it will also need financial support. These young Lions, in a little over a year, have already made their mark locally organising and participating in the Clean Up Australia Day Project, conducted successful Business Breakfast Fundraisers, and have been involved in raising funds for the Daffodil Day Program. The key to success for a Lions club like this is to engage with local community groups and their events.

Therefore, I have no problem in supporting a Grant Application on behalf of C1 Lions for a very popular event such as the Mawson Lakes Community Carols Event. I wish them every success.

Sincerely,

Patrick Williams.

Global Membership Team Coordinator. 201C1.

Clare Lions Green Team Coordinator.

18/07/2018





City of Salisbury
ABN 82 615 416 895

12 James Street
PO Box 8
Salisbury SA 5108
Australia

Telephone 08 8406 8222
Facsimile 08 8281 5466
city@salisbury.sa.gov.au

TTY 08 8406 8596
(for hearing impaired)
www.salisbury.sa.gov.au

25 July 2018

Office of the Mayor
Gillian Aldridge

To whom it may concern

Re: Letter of Support - Mawson Lakes Lions Club Branch – Grant Funding

I am pleased to have this opportunity to add my support for grant funding for the Mawson Lakes Lions Club Christmas Carols.

I have watched this branch of the Lions Club with great interest since their inception and I can say that I am so very impressed with how hard working and dedicated they have been in assisting the community.

This club is making a difference in the lives of many of our residents and I am sure that any funding received would be welcomed and would be used to put on a well received and inclusive event for our whole community.

Yours sincerely

A handwritten signature in black ink that reads "Gillian Aldridge".

Gillian Aldridge OAM
Mayor
Phone: 08 8406 8262
Email: galdridge@salisbury.sa.gov.au

Electorate Office:
959 North East Road
Mawson SA 5092
PO Box 175
Mawson SA 5094
Ph: 08 8224 3100
Fax: 08 8224 3900
Parliament House Office:
Ph: 08 8224 3117
Email: tony.zappia@parliament.sa.gov.au
www.tonyzappia.org.au



Tony Zappia MP
Federal Member For Makin



To whom it may concern

19 July 2018

Re: Mawson Lakes Community Christmas Carols

I write in support of the Mawson Lakes Lions Club application for a grant to assist with the staging of the Mawson Lakes Christmas Carols.

The Christmas Carols had in past years become the single most successful community event in Mawson Lakes – attracting hundreds of people and stall holders of all national backgrounds on the evening.

The Carols event brought the community together and created a strong sense of identity, pride and entertainment for local residents.

I understand the event was discontinued because of a funding shortfall.

The Lions Club of Mawson Lakes is willing to take a leadership role in reinstating the Christmas Carols but will need some financial assistance to do so.

I believe the event is very worthy of funding support and I commend the Lions Club grant application to you.

Yours sincerely

Tony Zappia MP
Federal Member for Makin
Shadow Assistant Minister for Medicare

HOUSE OF REPRESENTATIVES

PARLIAMENT OF AUSTRALIA

Michael Brown MP

State Member for Playford



23 July 2018

Dear whom it may concern,

RE: Mawson Lakes Community Christmas Carols

I write in support of the Mawson Lakes Lions Club application for the Community Event Sponsorship Program (CESP) to assist with the delivery of the Mawson Lakes Christmas Carols.

The Christmas Carols had been held over the past years and had become one of the most successful events in Mawson Lakes – attracting thousands of people and a diversity of the community of Salisbury.

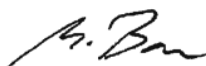
I understand that the Mawson Lakes Christmas Carols have been an integral component of the local culture and community, having occurred ever since its inception as a suburb over 15 years ago attracting an audience of over 3,000 local residents.

Unfortunately, I believe it was unable to occur last year due to a funding shortfall and the Lions Club is working with the community to restore this memorable event.

I commend the Mawson Lakes Lions Club for their initiative in reviving this event. I understand that this event takes significant time and investment and that the Lions require some financial assistance to re-establish this event.

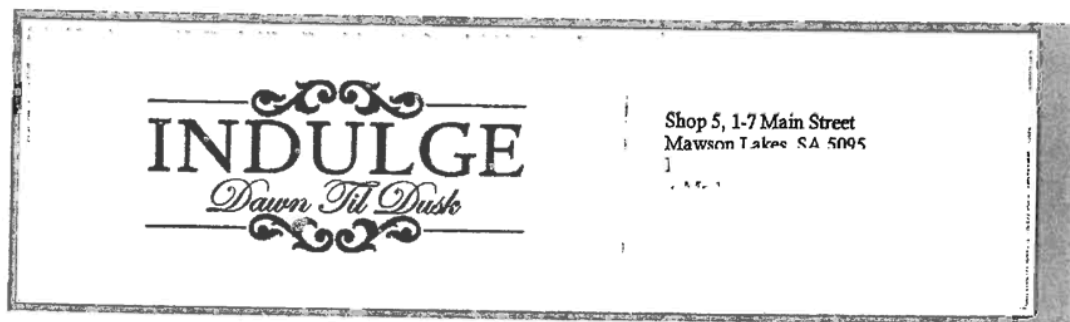
I believe that this event is very worthy of funding support and I request that you consider the Lions Club grant application.

Yours sincerely,



Michael Brown MP
Member for Playford

P: PO Box 82, Para Hills SA 5096 T: 08 8263 3777 E: playford@parliament.sa.gov.au



Letter of Support

Mawson Lakes Christmas Carols 2018

As the proprietors of Indulge Cafe and local residents of Mawson Lakes and greater Salisbury, we would like to throw our support behind the awarding of a Salisbury Community Event Sponsorship to Lions Group to assist in the reformation and return of the Christmas Carols in Mobara Park.

With a projected 3-5k additional attendees to the area, this event will add to community and cultural life within the City of Salisbury as well as increasing economic opportunities for all surrounding Mawson Lakes 'Brick and Mortar' Traders.

We feel this needs to become an annual attraction going forward as it was for the past 16yrs. Without it there is a gaping hole in the Salisbury area events schedule.

Warm Regards,

James Rendon and Sheree McMahon
Indulge Dawn Til Dusk Cafe
Mawson Lakes, SA



15th May, 2018

Mawson Lakes Lions Club Inc

Attention: Lauren Brewer

Dear Lauren,

Thank you for giving Replica Press the opportunity to quote on your printing requirements. Please find our quote options below.

DL Mawson Lakes Christmas Carols Flyer
 4 Colours 1 Side
 300gsm Gloss
 Press ready file supplied
 Size: 99x210mm
 Trim / Band / Pack
 4,000 @ \$310 + GST

DL Mawson Lakes Christmas Carols Flyer
 4 Colours 2 Sides
 300gsm Gloss
 Press ready file supplied
 Size: 99x210mm
 Trim / Band / Pack
 4,000 @ \$390 + GST

Artwork needs to be supplied as a print ready PDF file with trim/crop marks and needs to include 3mm bleed if it prints to the edges of the flyer.

A hardcopy proof can be supplied prior to printing for final approval.

Turnaround would be 2-3 working days from artwork approval.


We would be happy to set up a 30 day trading account if required or prepare a cash sale invoice if preferred.

If you have any further queries, please do not hesitate to contact me.

Regards,


 Scott Hanlan
 Representative

Email:



Make your job EASY!


Kennards Hire Pty Ltd ABN: 69 001 740 727

Quote No: 7640712

HIRE QUOTATION

Hiring Branch Details

SALISBURY



Account No: CASH-6007

Site: _MAIN

Customer: Lauren A c/o Mawson Lakes Lions Club

Address:

Date of Quote: 16/05/2018

Quote Valid Until: 16/06/2018

Quoted By: Dale K

Delivery Instructions:

Contact:

Phone:

Mobile:

Code	Description	Qty	Unit Price (inc GST)	4Hrs (inc GST)	Day (inc GST)	Weekly (inc GST)	Hire Period	Total (inc GST)
	DISTRIBUTION BOARD 32AMP	4.00		\$60.00	\$60.00	\$240.00	1 day	\$240.00
B180282	LEAD - 32AMP 25M 415V	5.00		\$30.00	\$30.00	\$150.00	1 day	\$150.00
B180403	CABLE RAMP	1.00		\$10.00	\$10.00	\$39.00	1 day	\$10.00

Quotation covers rental period From: 06/12/2018

To: 09/12/2018

Rental Total: \$400.00

Delivery: \$0.00

Pickup: \$0.00

Other: \$0.00

Projected Total: \$400.00

Mon-Sat: 07:00:00 - 17:00:00 Sun: 08:00 AM - 04:00 PM

This quotation is subject to Kennards Hire terms and conditions.

Date: 16/05/2018 Time: 4:45:28PM

Page 1 of 1



20Sound Hire & Production

Fri 7th Dec 2018

ABN 99 450 453 506

TAX INVOICE

Quote Ref / Invoice # JF03238

Prepared: 07/9/18

BILL TO:

Mawson Lakes Lions Club

VENUE & FUNCTION DETAILS:

Desc: Mawson Lake Carols - Hire & Technical Production

Event Date: Fri 7th Dec 2018

Venue: Mobra Park

Mawson Lakes

Delivery: Thursday

S/C

Event start:

Collection: after event

CONTACT:

Lauren Brewer
President

Phone:

Fax:

Mob:

Email:

	DESCRIPTION	QTY	EA (\$)	UNIT	Charged @	TOTAL (\$)
1	20Sound Equipment Hire & Production:					
2						
3	Carols sound and lighting hire & production	1	5,454.55	ea	1 day	5,454.55
4						
5	(Client to provide stage and stage cover)					
6						
7						
8						
9						
10						
11						
12						
13						
14						
15	Additional Charges:					
16	20% surcharge will be payable in the event of avoidable water damage from sprinkler system.					
17						
18	ie. The School/Mobra Park watering system must be disabled Thur/Fri and Fri/Sat evenings.					
19						
20						
21	Deposit Payable:					
22	20% Deposit required to confirm booking - \$1200.00 (incl. GST)					
23						
24						
25						

GENERAL HIRE AGREEMENT:

1. By accepting this offer, the client agrees to pay for any loss or damage to equipment whilst in their care.
2. Equipment must be transported in a covered vehicle.
3. Cancellation of confirmed booking will incur 20% fee.

SALE AMOUNT \$5,454.55

GST \$545.45

TOTAL \$6,000.00

PAID

BALANCE \$6,000.00

Signed Date

TERMS:

Payment before delivery

accepted

EFT:

BANK OF AUSTRALIA

JF03238

Rachael Bartholomew

Tax Invoice

Invoice # 099

ABN: 27818107820

Date: 23/04/18

Bill To:
Mawson Lakes Lions Club Branch

Description	Amount
To: Fee for the performance of Rachael Leahcar at the Christmas Carols at Mobara Park On the 7 th December 2018.	\$2750.00

Not registered for GST

Total	\$ 2750.00
--------------	-------------------

Terms of Trading: 50% deposit to confirm the booking.
50% payable on completion

Account Payable to:
Account holder: Rachael Bartholomew
Bank name: ANZ – Marion Shopping Centre

Signature: _____
Date: _____



Government of South Australia

Department for Education and
Child DevelopmentMAWSON LAKES SCHOOL
GARDEN TCE

TAX INVOICE

ABN: 16 510 852 722

To:
MAWSON LAKES LIONS CLUB BRANCHInvoice Number: 0063560
Invoice Date: 2/5/2018
Reference: HIRE 7TH DEC
Due Date: 16/5/2018

CUSTOMER ID: MLLION

Item Code	Description	Qty.	Price	Total
HIRE	HIRE GYM FRIDAY 7TH DECEMBER 2018	1	363.64	363.64
HIRE	HIRE MOBARA FRID 7TH DECEMBER 2018	1	190.91	190.91
G01	G01- GST - SALES/INCOME	1	55.45	55.45

Comment: PAYMENTS CAN BE MADE BY CASH, CREDIT CARD OR EFTPOS AT SITE EAST OFFICE PAYMENTS CAN BE MADE INTO OUR BANK ACCOUNT BSB 015142 A/C 350001708 PLEASE INCLUDE YOUR CUSTOMER ID OR YOUR INVOICE NUMBER FOR OUR REFERENCE		Disc Terms: days Disc: %
Page 1	Terms: 14 days NETT	Total: 610.00

PLEASE DETACH AND RETURN WITH YOUR REMITTANCE

CUSTOMER ID: MLLION

Payment Method: ☐ Credit Card ☐ Cash ☐ ChequeBankcard ☐ Visa ☐ Mastercard ☐ Other ☐ (please specify)

Expiry Date

Cardholder Name

Signature

Amount

9674 - Mawson Lakes School 2... 1 / 1




**Global Dance & Stage (SA)**

ABN# 78 508 396 367

TAX INVOICE
Invoice To:
 Mawson Lakes School
 Garden Terrace
 MAWSON LAKES SA 5095
Invoice Date

26 July, 2018

Invoice Number

18 / 9674

Invoice Total

\$3,080.00

Re: Mawson Lakes Carols

E:

Quantity	Supply Description	Total
1	Stage (9.76m x 12.2m @ 800/900mm high) including steps, rails stage drape and labour	\$2,600.00
1	Selfpickup to Mobera Park Mawson Lakes on Thursday 6 th December for event on Friday 7 th December	\$200.00
	GST	\$280.00
	TOTAL AMOUNT PAYABLE	\$3,080.00

Terms**7 Days**
 Payment is due upon receipt.
 Please use Invoice / Statement
 number as the Reference number
 for all EFT payments.
EFT Payment Details

BANK OF AUSTRALIA (SA)

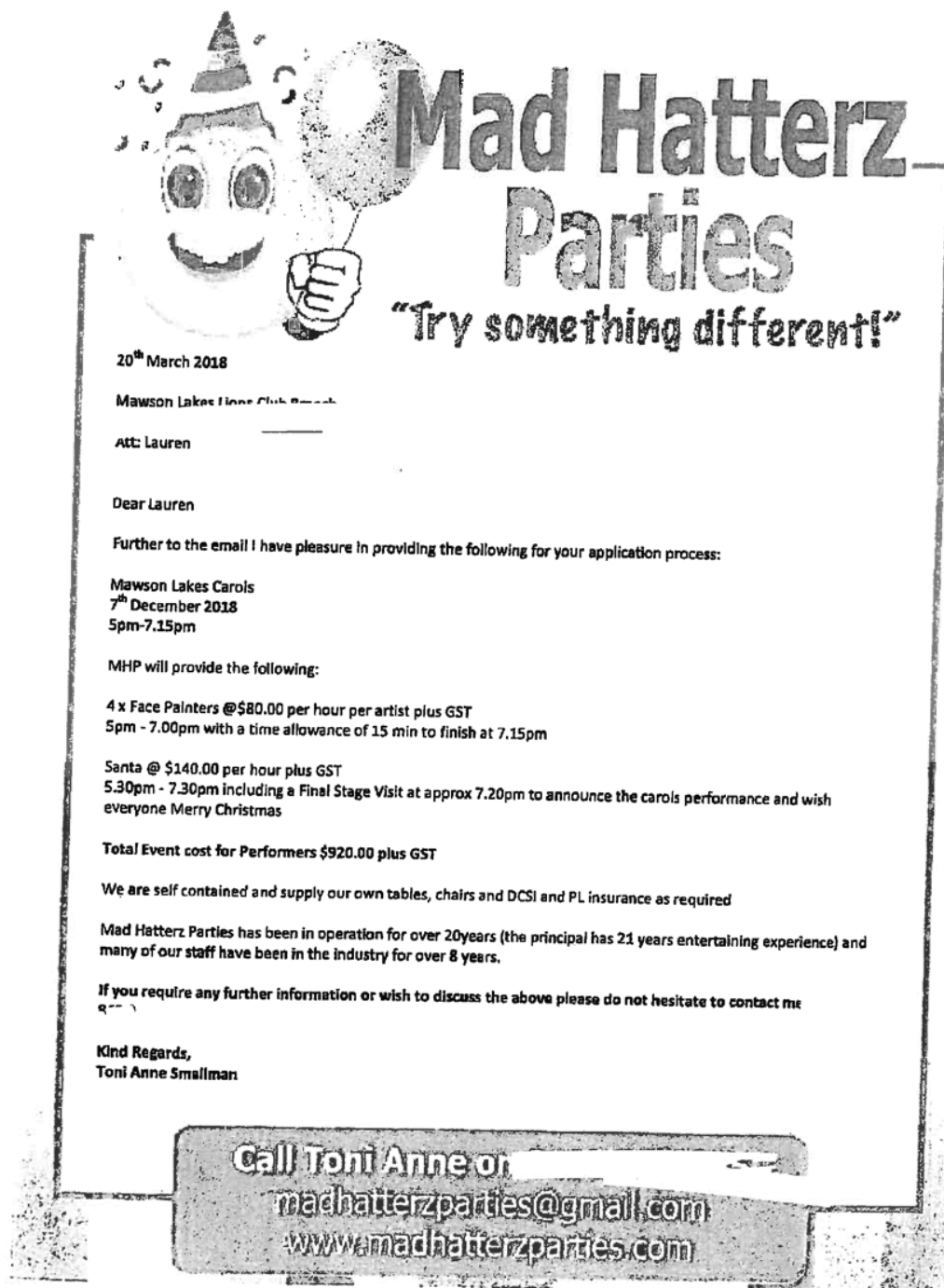
 BSB
 Account

Thank you for using Global Dance & Stage (SA)




https://mail.yahoo.com/neo/ie_blank

21/08/2018



Hi Alex

Please find pricing for 10 x toilets to Mawson Lakes in December below...

10 x Plastic Chemical Toilets including LED light - \$1958.00

This includes the delivery on Thursday 06.12.18, pump out and collection on Friday 07.12.18 after 9.45pm

Please note that the price above assumes easy access to the site for delivery with access to water to fill up the tanks. Also that the toilets will all be delivered to the same position rather than scattered around the site.

I have attached account forms should you decide to go ahead with the hire.

Please email or call me if you require an official quote

Kind Regards

Darren Bosnjak

Sales



www.biancohire.com.au

This email (including attachments) is confidential, may contain copyright material and may be subject to legal professional privilege. We do not represent, warrant or guarantee that this communication is free from errors, virus or defects and will not accept any liability whatsoever arising from this communication. If you are not the recipient you must not use, disclose, read, forward, copy or retain any of the information herein.

Hi Alex,

I have done the figures and need to pass on my apologies I have quoted you an incorrect figure way higher than it should be and I'm not sure how but I have picked up the mistake.


For 7 x Guards on Friday 7th Dec 1700-2200hrs will cost you \$1492.00 + GST

Please let me know.

Regards,

Operations Manager

Web: www.titaniumsecurity.net



Advertising 2018

Tell the people of Mawson Lakes about your products and services

Facts about Mawson Lakes Living

- A high quality, glossy community magazine, published monthly.
- Reaches the 23,300 people who live, work, study, visit and play in Mawson Lakes.
- Is hand-delivered free to EVERY letterbox in Mawson Lakes EVERY month.
- Is available to EVERY home, business and shop in Mawson Lakes
- Is distributed to the university, technology park, schools, the retirement village
- A copy is placed in Quest Apartments and rental properties.
- Is a reference publication that people keep to find local services, products and clubs.

Mawson Lakes Demographics (Australian Bureau of Statistics)

- A highly educated suburb - over 45% of the population holds a degree, diploma or vocational qualification.
- Lower than average unemployment rate of residents
- Main occupations being professionals, clerical/administrative and management roles.
- Higher than average median household income - just under \$2000 per week.
- High proportion of young families with children

Advertising in Mawson Lakes Living


- Advertising is open to anyone with a product or service relevant to the people of Mawson Lakes.
- You can book one ad, or book more and receive a frequency discount (see pricing table below).
- You can provide your own artwork, or Mawson Lakes Living can prepare an ad for you at an affordable rate.
- The booking deadline is on the 1st of the month, one month prior to publication.
- Artwork is due one week later, on the 7th of the month. Non-delivery will incur an invoice for the reserved space.
- For design specifications [CLICK HERE](#)

Frequency Discount Rates

2018 PRICES	1 Ad	2 Ads	3 Ads	4 Ads	5 Ads	6 Ads	7 Ads	8 Ads	9 Ads	10 Ads	11 Ads	12 Ads
Frequency Discount	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%	
1/8 page	\$131	\$129	\$126	\$125	\$123	\$122	\$121	\$119	\$118	\$117	\$115	
1/4 page	\$187	\$184	\$182	\$180	\$178	\$176	\$174	\$172	\$170	\$168	\$166	\$165
1/2 page	\$322	\$316	\$313	\$309	\$306	\$303	\$300	\$296	\$293	\$290	\$287	\$283
1 page	\$546	\$536	\$530	\$524	\$519	\$513	\$508	\$502	\$497	\$491	\$486	\$481

Enquiries to:
Linda Vining, 08 8260 7077
office@mawsonlakesliving.info

Artwork to:
Nicola Aspinall, 0431 476 537
nicola@mawsonlakesliving.info



Advertise in 3 easy steps

2018 Booking Form

STEP 1:
Size Select the advertisement size you wish to book and tick the box.

<input type="checkbox"/> 1/8 Page \$131 44mm(H) x 62mm(W) suitable for business card	<input type="checkbox"/> 1/4 Page horizontal \$187 62mm(H) x 128mm(W)	<input type="checkbox"/> 1/4 Page vertical \$187 62mm(H) x 62mm(W)	<input type="checkbox"/> 1/2 Page horizontal \$322 95mm(H) x 128mm(W)	<input type="checkbox"/> 1/2 Page vertical \$322 128mm(H) x 62mm(W)	<input checked="" type="checkbox"/> Full Page \$546 190mm(H) x 128mm(W)
---	---	--	---	---	---

STEP 2:
Issue(s) - Tick the months below in which you wish to advertise.
For the Frequency Discount see previous page.

☐ January
 ☐ February
 ☐ March
 ☐ April
 ☐ May
 ☐ June
 ☐ July
 ☐ August
 ☐ September
 ☐ October
 ☒ November
 ☐ December
 No of months = 2

☒ Yes, I would like the Mawson Lakes Living designer to prepare my advertisement for me (charges apply).

Payment
You will be invoiced each month. Only payment by bank transfer to the MILL account is accepted.
BSB: 105 137 A/C No: 066 202 940 A/C Name: Mawson Lakes Living Magazine Pty Ltd

STEP 3:
Advertiser's Details - Please complete

Business Name: Mawson Lakes Lions Club Surname: Brunner
 Contact person's first name: Linda Date: 9-7-18
 Position: President Phone: n/a
 Mobile:
 Address:
 Email:
 Signature: Linda Brunner Date: 9/8/18

Enquiries to:
Linda Vining, 08 8260 7077
office@mawsonlakesliving.info

Artwork to:
Nicola Aspinall, 0431 476 537
nicola@mawsonlakesliving.info

Frequency Discount Rates

2018 PRICES	1 Ad	2 Ads	3 Ads	4 Ads	5 Ads	6 Ads	7 Ads	8 Ads	9 Ads	10 Ads	11 Ads	12 Ads
Frequency Discount	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%	
1/8 page	\$131	\$129	\$126	\$125	\$123	\$122	\$121	\$119	\$118	\$117	\$115	
1/4 page	\$187	\$184	\$182	\$180	\$178	\$176	\$174	\$172	\$170	\$168	\$166	\$165
1/2 page	\$322	\$316	\$313	\$309	\$306	\$303	\$300	\$296	\$293	\$290	\$287	\$283
1 page	\$546	\$536	\$530	\$524	\$519	\$513	\$508	\$502	\$497	\$491	\$486	\$481

Commercial In Confidence

Quote**Event Health Services**

Friday, 27 April 2018

Lions - Mawson Lakes Branch

**Subject: St John Ambulance SA Event Health Service Quote:
Mawson Lakes Carols**

St John strives to be the leading provider of First Aid & Healthcare services to the community. During our 130 years of operation, we have gained extensive experience in planning and managing local and major events across South Australia. St John has a broad workforce available that includes dedicated volunteers and permanent staff. We would like to thank you for allowing St John the opportunity to provide you with a quote for your upcoming event.

In strict confidence, please find below the conditions and pricing information relating to your quote:

Standard Terms and Conditions**Event Booking**

St John SA will provide all medical equipment, support services and consumables required to provide Event Health Services at the event, unless agreed otherwise with the client.

St John SA reserves the right to determine, in its absolute discretion, how members and resources will be allocated to each event. We will endeavour to meet any special requirements that are made at the time of booking and will notify the event organiser where possible if such special requirements cannot be achieved. In accepting this agreement, the client accepts that the number and qualifications of members St John SA proposes to deploy at the event, as sufficient and appropriate.

The client acknowledges that in the event of any emergency requiring the attendance of St John SA, that St John may direct its members to attend such emergency. This is irrespective of whether its members are already in attendance at the event or not and irrespective of whether the event can continue with the absence of members of St John.

Attendance at an Event(s)

St John SA will only provide Event Health Services in accordance with the St John Ambulance Clinical Practice Guidelines.

If the client requires treatment of a patient(s) that is outside of the St John Ambulance Clinical Practice Guidelines, then that client will assume full responsibility for the complete care of that patient(s). The client agrees that it may be necessary to halt or delay any event to facilitate the safe treatment of a patient(s) at the event or otherwise.

ST JOHN AMBULANCE AUSTRALIA SA INC

Head Office South Australia

T:

F:

R: St John Ambulance Australia

W:

Incorporated under the Associations Incorporation Act 1985

Commercial In Confidence

Quote**Event Health Services**

The client agrees that they will provide a suitable area for members to provide first aid, or as an alternative, a suitable site for the positioning of a St John mobile treatment post at the event. Any reasonable costs or expenses incurred by St John in erecting a treatment post may be charged to the client.

St John will maintain appropriate levels of insurance with its reputable insurer that provides adequate coverage for the services required by St John at the event including professional indemnity, products and public liability.

Event Cancellations

If the event is cancelled, then the client must advise St John in writing by 16:30 hours on the last working day prior to the event. If the client fails to notify St John within the specified timeframe, then St John may recover from the client all reasonable costs and expenses incurred by St John as a result of the Event Services not being able to be performed.

If the event is cancelled due to inclement weather, St John may elect to waive the payment of the price, provided that the client notifies St John at least two hours prior to the commencement of the event. Any such waiver is at the absolute discretion of St John.

Payment Terms

An invoice will be issued after each event and will be payable within 14 days from the date of the invoice.

Quote

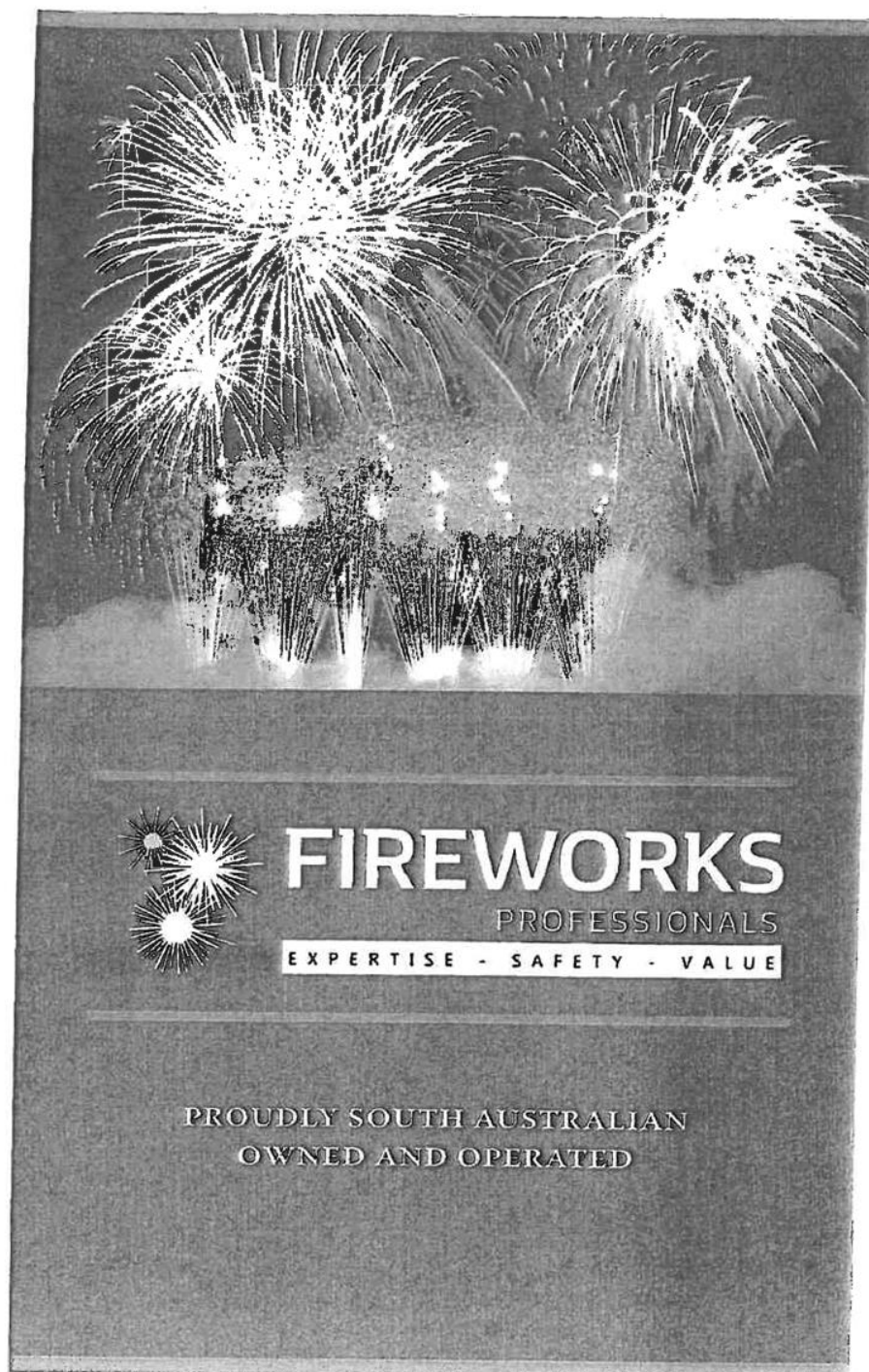
This quote along with the details within it are valid for 21 days from the date of issue. Please confirm your acceptance of this quote at your earliest convenience in writing.

Date	Description	Event Reference	Start	End	Total Hours	
7/12/18	Mawson Lakes Carols	14085	1700	2200	5	
						Total \$150.00
						GST N/A
						Grand Total \$150.00

Event Health Services
St John Ambulance SA

ST JOHN AMBULANCE AUSTRALIA SA INC	Head Office South Australia	T:	1300 78 5846
42 947 425 570	85 Edmund Avenue Unley	F:	08 8306 6995
RTO 88041 St John Ambulance Australia	South Australia 5061	W:	stjohnsa.com.au

Incorporated under the Associations Incorporation Act 1985



FIREWORKS

PROFESSIONALS

Lauren
President

2.5.18

Dear Lauren,

Thank you for inviting us to submit a quotation for the Carols 7.12.18. You can trust us to deliver a spectacular, safe, value for money display as we did in the years 2011, 2012, 2013, 2014 and 2016..

The quotation:

We have reviewed the file. The budget in 2016 was:

Fireworks	\$3872
Gst	\$387
CASA Fee	\$240
Total	\$4500 Gst inc.

We understand money is always tight at your event so we could perform a similar display in 2018 for the same amount as 2016.

We attach a quotation outlining the sizes and types of fireworks we propose to use.

We would recommend a display of duration of 7-8 minutes. This is not too short and not too long and strikes the right balance between duration and intensity for the given budget price point.

Specific experience with your event

The site poses some challenges regarding crowd control and we have developed a plan that manages this.

The event involves many permits and we will take care of all permits and coordination including:

- o Salisbury Council permission
- o CASA approvals (Parafield Airport)
- o CFS permit
- o Access to the site
- o Clean up of site.
- o Crowd control planning and flagging/signing off of prohibited area.

- We have public liability insurance to the value of 20 million dollars.

Synchronization with MC and Music

We can synchronize the start and finish of the fireworks with the PA system i.e. MC announcements and music that can be played during the fireworks. We have radios to accomplish this.

Our displays provide the **WOW factor** because:

- they will contain the widest possible variety of fireworks
- contain a greater quantity of fireworks than our competitors
- use on average a larger size of fireworks
- end with a big grand finale.

You can rest assured that we will be out to impress the viewing public so that you will invite us back year after year.

If you have any questions please don't hesitate to call.

Yours sincerely,

Matthew Palmer

Fireworks Display Quotation

by Matthew Palmer, 1.5.18.

Client: Mawson Lakes Lions Club Carols 7.12.18

Budget: \$4500 inc GST

- Duration – 7-8 minutes.

Pyrotechnic materials utilised:

Aerial Shells: *Main Fireworks Spectacular*

These are the best features of a professionally staged firework show. These provide the large starbursts hundreds of feet high in the night sky. We will use a wide variety of effects including crackling shells, glittering shells, comet tail shells, colour changing shells, spider webs, willows, ring shells, brocades, palm trees and titanium salutes (very loud bangs).

We could take up pages with a list of the effects that we will use however this would achieve little. If you do receive a quote like this it is usually a sign that that an attempt is being made to baffle you with baloney.

Multi shot Florals - medium level aerial effects that create an array of bursts, explosions, colour projectiles and sounds. We will use an exclusive range of items including Crackling Golden Palms, Celestial Body Fighting, Supa Nova., Silver Spirals, Giant Soaring Eagle, Chopper Attack, Battle of Colours, Thunderkings etc etc etc.

Massive Multi shot Florals - a display in themselves, one carton equals one firework, takes two people to lift. We will use an exclusive range of items including Tonga Exotica, Massive Golden Crackling Meteorites, Poisonous Spiders, Colourful Pearls etc etc etc etc.

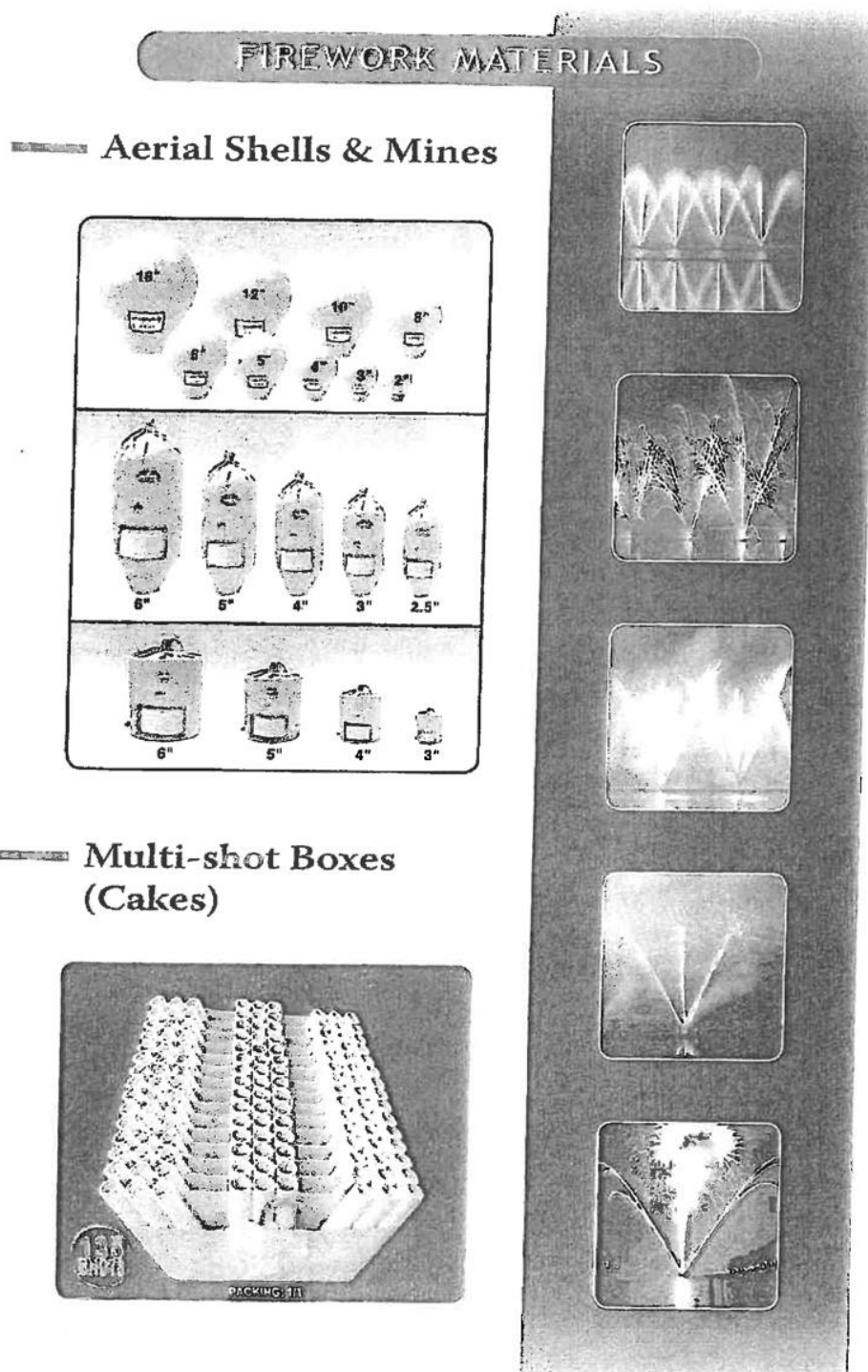
Roman Candles - all different types and sizes with our largest that we use at Football Park blasting comets as high as the light towers.

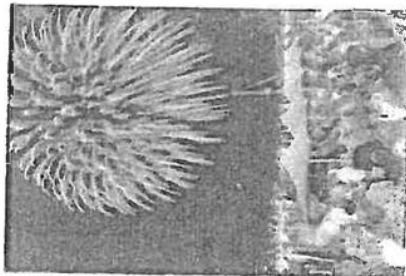
Fountain Mines – these begin with a spray of sparks then explode from the ground.

Mines - explode from the ground to produce a curtain of glittering stars, great for the finale. We will use an exclusive range of items including Thunder Dragon Mine, Mine of Meteors, Mine of Serpents, Thundering Dragon Tails, glitter mines, strobing mines, thunder mines.

Including:

- Labour
- Insurance
- Permits
- Display conducted in accordance with the Australian Standard
- Thorough search and clean up of the firing site on the night.

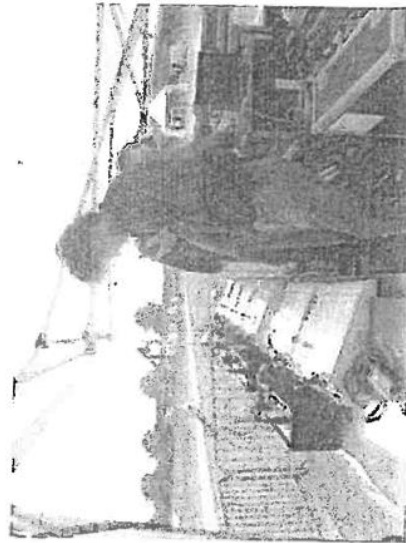




Big Gold Chandelier for Tassie



Wires wires everywhere



Computers and fireworks - expensive



Matt with Big Guns in the Outback

EXPLOSIVES ACT 1936**PYROTECHNIC DISPLAY BUSINESS LICENCE**

Licence Number: BD 219
Infonet Ref No: 642594
Licencee: Fireworks Professionals Pty Ltd
 T/A Fireworks Professionals Pty Ltd
Home Address: 16 CHARLTON Drive,
 SALISBURY EAST SA 5109
Postal Address: 16 CHARLTON Drive,
 SALISBURY EAST SA 5109
Start Date: 19/04/2018
Expiry Date: 18/04/2019

Conditions of licence:

1. The licensee is authorised to arrange the following types of displays:
 Outdoor firework displays
 Indoor firework displays
2. The licensee is authorised to arrange displays with the following types of fireworks:
 Fireworks identified as Hazard Level 1, 2, 3 and 4 fireworks in Technical Note 54 dated 31/12/2001 that forms Attachment A to this licence.
3. The licensee must ensure the existence of current and adequate public liability insurance for firework displays arranged by the licensee.
4. Each firework display must be conducted under the supervision of a Pyrotechnician licensed in South Australia.
5. The licensee must ensure all relevant South Australian explosives licences are held prior to engaging in activities with transport, storage, and import of fireworks into South Australia.

Note:

- (i) Any accident or incident involving fireworks at displays conducted under this licence (whether or not causing injury) must be reported to SafeWork SA immediately.
- (ii) Further conditions of this licence appear in regulation 21 of the *Explosives (Fireworks) Regulations 2016*.
- (iii) It is an offence to contravene or fail to comply with a condition of this licence.

K. Constantinou
 Delegate of the Director

FIREWORKS PROFESSIONALS PTY LTD

SAFETY MANAGEMENT SYSTEM INCLUDING RISK MANAGEMENT AND EMERGENCY PROCEDURES

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FORM	
RISK ASSESSMENT & ENVIRONMENTAL SAFE WORK METHOD STATEMENT	
Project:	

REFERENCE MATRIX

The following qualitative risk analysis matrix has been taken from AS/NZS 4360:1999 Risk Management Standard. This matrix is used to arrive at the "Level of Risk" score throughout the risk analysis and is presented here for reference.

Likelihood	Consequences				
	5 Catastrophic	4 Major	3 Moderate	2 Minor	1 Insignificant
A - Almost Certain	25	20	15	10	5
B - Likely	20	16	12	8	4
C - Possible	15	12	9	6	3
D - Unlikely	10	8	6	4	2
E - Rare	5	4	3	2	1

Monitoring Periodic Table				
Risk Rating			Monitor Works	Record
16-20	Extreme	<ul style="list-style-type: none"> Work not to commence, review control measures immediately 	NA work does not progress	NA
10-15	High	<ul style="list-style-type: none"> Senior supervisory management to ensure all controls are in place before work commences. Strict monitoring of control measures. Work shall be conducted with Supervision and / or co-worker i.e. person involved with activity must not work alone. 	Daily	ESWMS Inspection Sheet
5-9	Medium	<ul style="list-style-type: none"> Responsibilities must be defined and understood by those involved before commencing work. Minimal Supervision required. 	Weekly	ESWMS Inspection Sheet
1-4	Low	<ul style="list-style-type: none"> Control by routine procedures 	Monthly	ESWMS Inspection Sheet

MONITORING as per Pyrotech Regulation No 168: The principal contractor must monitor the use of any work method statement required under this regulation to ensure that all persons to whom the statement applies comply with the statement.

- Principal contractor to review all ESWMS prior to commencing activity
- Principal contractor to monitor ESWMS during first week of activity
- Work supervisor/operator to monitor high risk activities daily
- Directors to monitor their activities weekly to ensure compliance and effectiveness of ESWMS

	27/07/2011
	Page 19 of 21



54 Brown Terrace
Salisbury SA 5108

Telephone

Facsimile

Email

Email

Email

*Thank you for contacting Haynes Signs
We are pleased to supply the following quotation*

Quotation

Attention: Lauren
Mawson Lakes Lion Club

Date: 23/03/2018

No Pages: One

Terms: COD

Email:

Details	Net Amount	Qty	Net Total
RE: BANNER ADVERTISING AT MAWSON LAKES ENTRANCE			
New Banner: To supply 1x heavy duty PVC banner 6m long x 1m high with eyelets as per specifications listed in City of Salisbury Application	420.00	1	420.00
Existing Banner: To supply and fit sponsorship and date changes to existing banner - approximate cost only \$195.00 + GST. Depending on how many changes need to be made will depend on the cost. An artwork charge of \$95 + GST will be applied if artwork not provided.			
Banner Installation at Mawson Lakes Entrance: Installation and removal of banner at Mawson Lakes Entrance Installation Monday 26th November 2018 Removal Monday 10th December 2018	120.00 120.00	1 1	120.00 120.00
Corflutes: To supply A1 size 594x941x3mm 1-8 corflutes \$48.00 + GST each To supply A2 size 594x420x3mm 1-9 corflutes \$43.00 + GST each To supply A3 size 297x420x3mm 1-9 corflutes \$26.80 + GST each To supply A4 size 210x297x3mm 1-9 corflutes \$22.80 + GST each			
Artwork charge - if artwork is required for the new banner and corflutes an approximate artwork charge of \$45 to \$190 + GST may apply depending on time and work involved			
Payment Terms: Our terms of payment are COD			
Subtotal			660.00
GST			66.00
Total including GST			726.00

If you have any questions or need to make any adjustments,

Please sign this authority to start production.
I authorise Haynes Signs to commence production of goods as quoted.
I agree to the payment terms and conditions of sale attached to this document.

Authorised Name:

Authorised Signature: Dated:

Mawson Lakes: Main North Road Entry Banners Booking Form**APPLICATION FORM**

Name of Business/Community Group advertising:

Mawson Lakes Christmas carols

Contact Person:

Lauren Brewer

Address:

Mailing Address:
(if different from above)

n/a

Preferred Contact No:

Email:

Preferred Dates for Advertising:

26/11/18 - 10/12/18

Message content of banner:

Mawson Lakes Christmas Carols
7th December 2018
MCBARRA PARK,
Mawson Lakes 5
(insert sponsor logos)

Is banner supplied?

☐

Yes

☒

No - (If no, Haynes Signs will contact you to arrange a quote for the production of a banner to the required specifications.)

☒

I agree to the Terms of Use of the Mawson Lakes Main North Road Entry

Signature:

Lauren Brewer

Date:

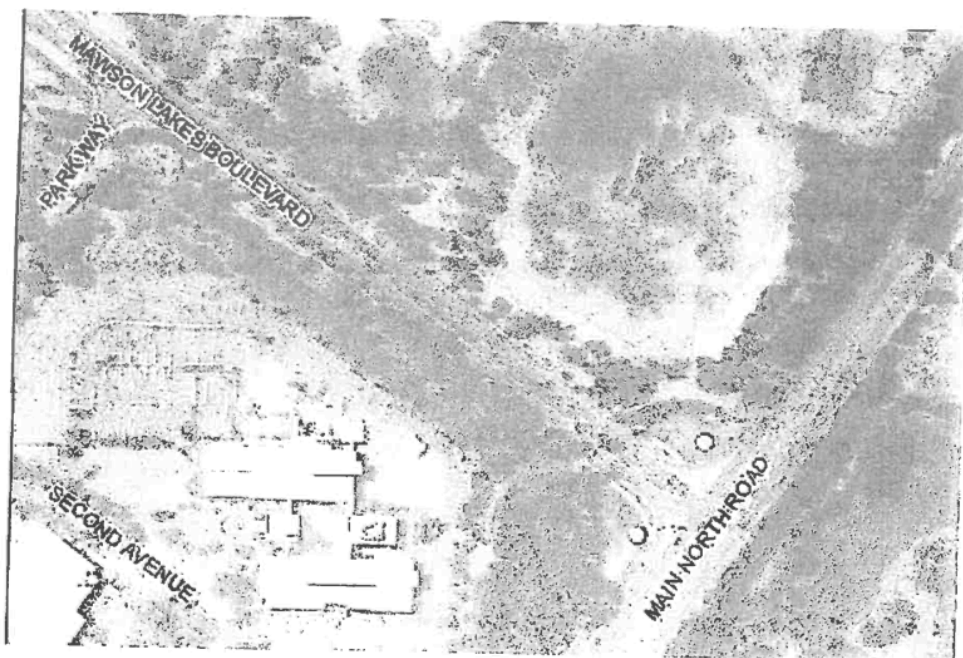
9 July 2018

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017



MAWSON LAKES: MAIN NORTH ROAD ENTRY BANNERS TERMS OF USE

Location:



Who can use the banner sites?:

These sites are available for use by businesses, community groups and not for profit organisations based at Mawson Lakes. Council may also use the site to promote its own events and programs as it sees fit.

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017

Mawson Lakes: Main North Road Entry Banners Booking Form

Bookings:

A banner site can be booked for two week blocks for a maximum total of 6 weeks per year. Bookings are subject to availability and should be placed (using the Mawson Lakes Banner Advertising Application Form) with Haynes Signs who manage the production, installation and removal of banners on Council's behalf.

Haynes Signs
84 Brown Tce
Salisbury SA 5108
T: 8281 8944
M: 0412 855 932
E: admin@haynessigns.com.au

Applications must be lodged a minimum of 30 days prior to the desired installation date. Priority will be determined by receipt of booking applications and payment of installation fees.

Council reserves the right to reschedule bookings if the need arises.

Fees:

There is a fee of \$240 plus GST payable directly to Haynes Signs for installation and removal of signage for each booking.

This payment is required at the time of booking.

We accept electronic funds transfer, cheque, cash and credit card. We can take your details over the phone or you can complete details below:

Haynes Signs Pty Ltd

ACCOUNT NO:

Visa/Master Card No:

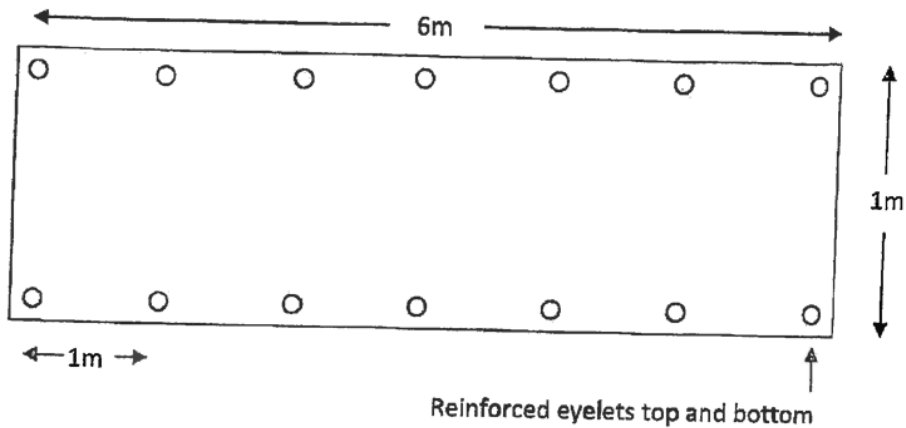
Expiry Date:

CCV No:

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017

Mawson Lakes: Main North Road Entry Banners Booking Form

Material:



Banners are supplied by Haynes Signs (custom built to suit existing frames) at the cost of the advertiser. The cost of a heavy duty PVC banner is approximately \$420+GST, plus artwork (if required) at approximately \$65+GST.

Banners are stored at Haynes Signs however they remain the property of the client.

Supply and Storage:

Advertisers must supply banners to Haynes Signs at least 3 working days prior to the scheduled installation date. Advertisers are responsible for the collection and storage of banners after their use, unless otherwise negotiated with Haynes Signs.

Restrictions:

Council retains the right to refuse to display banners that:

- Are not produced to the correct specifications
- Contain material that Council deems offensive
- Contain tobacco or other advertising or branding that contravenes Council's signage policy
- Is not relevant to local residents or businesses

Responsibilities:

Advertisers are advised that every effort will be made to erect banners on the nominated days. However, if staff and equipment are unavailable or public holidays affect installation, no responsibility will be accepted for delays.

While all care will be taken, Council nor its contractor, Haynes Signs, accepts responsibility for loss, theft or damage to banner materials.

Cancellation of Booking:

Please be advised that any cancellation of bookings must be made 6 weeks prior to the original booking. A cancellation fee of \$50 will be applied.

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017

Community Event Sponsorship Program

Round 1

Applicant 4/2018

United Way SA Inc.

Read Aloud Open Day @ Parafield Airport

CESP, Round 1, Applicant No. 4/2018: United Way SA Inc, for the Read Aloud Open day @ Parafield Airport

Information to be submitted with your application	
	Attached
Your most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	<input checked="" type="checkbox"/>
A copy of Event Plan / Checklist, including or concept plans	<input checked="" type="checkbox"/>
Where applicable supply evidence of cash support (e.g. recent bank statement)	<input checked="" type="checkbox"/>
Provide a Certificate of Incorporation demonstrating not-for profit status	<input checked="" type="checkbox"/>
Provide a signed copy of committee minutes <u>endorsing the event</u> , authorising an <u>application</u> to the Community Event Sponsorship Program and documenting the <u>authorised project contact</u>	<input checked="" type="checkbox"/>
Where applicable provide letters of support for the event	<input checked="" type="checkbox"/>
Where applicable provide a letter/email from the head of the organisation supporting the application	<input checked="" type="checkbox"/>

IMPORTANT

Incomplete applications will be considered non-compliant and ineligible for sponsorship. The applicant will be provided advice and requested to supply any outstanding documentation. Once all documentation has been received, the application will be processed and presented for assessment.

To avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Event Sponsorship Program



Submission date: 14/08/2018 05:24 PM

Receipt number: 9

Question	Response
Application Form	
Name of the organisation:	United Way South Australia Incorporated
ASIC Registration Number:	54009775007
ABN:	54009775007
Facility Name/Address:	[REDACTED]
Postal Address:	[REDACTED]
Suburb:	Parafield Airport 5106
Person Responsible for the Sponsorship:	Mrs
Name	Kerry Davies
Title/Office:	Senior Officer
Phone	[REDACTED]
Email	[REDACTED]
Age	50
What percentage (%) of your target population reside in City of Salisbury?	90 %
What events has your organisation held before?	This is an overview: School holidays – Hollywood and Elizabeth City Shopping Centres various 2014-current – Attendees between 30-300 Zoo Days – Annually April/May – 12 held to date – approx. 1000 attendees each year Possum's Playhouse – July 2017 to current – Elizabeth City Centre – weekly between 8 – 40 attendees Book Week – August annually for the last 4 years – Playford Civic Centre and Elizabeth City Centre and various schools – attendees between 50 - 1000 Children's Week – October 2017 – Held at Government House – approx. 400 Children's Week – October 2016 – Elizabeth City Centre – full week – over 1000 Children's Week – October 2015 – Elizabeth City Centre – attendees 400 Children's Week – October 2014 – Argana Park – attendees 360 Playford Pageants – November annually Christmas Cave – Nov/Dec 2016 – Elizabeth City Centre – attendees 100 Street Gift Giving – December 2015 & 2016 – 1000/year Event Team Leader holds a bachelor degree in Business Events Management

1 of 4

Question	Response
Sponsorship category (please select one only):	up to \$10,000
Have you sought, or intend to seek funds from another source for this project?	Yes
Source/s:	Anglicare SA Communities for Children \$7500, City of Playford \$5000, Sponsorship packages, Children's Week Association \$500, private donors
Amount/s:	20000
Name of event:	Read Aloud Open Day @ Parafield Airport
Date of Event:	28/10/2018
Location of Event:	Parafield Airport - Western Apron
Has this organisation held this event before?	No
If yes to the above, please provide dates of previous events:	No
Brief description of your Event:	An activity held in Children's Week to align with the national theme of 'A Caring World Shares'. A fun community wide event that enables attendees, particularly families, to engage with aviation, reading, services and entertainment. Activities include: Read Aloud - • Singer and Author – Harrison Craig (from the Voice) will sing an aviation themed pre-release song and read his book 'Harrison's Song' which is about overcoming adversity • Children's Author - Chris Owen read his book 'My Super Hero' in which the super hero ends up being Dad because he reads to the child • Bunna Lawrie - Elder from the Mirning Tribe linked to Julian Lennon's children's book 'Touch the Earth' that is based around a plane taking a journey across the earth with an environmental focus. Julian's world-wide The White Feather Foundation was created as a result of a meeting between Julian, Mirning Elder with the aim to give a voice and support to those that cannot be heard • An attempt to have 90 families simultaneously Read Aloud a book in celebration of Parafield Airport's 90th year • Associated craft and interactive activities – including Sue Nichols Aviation – • Static displays of planes • Aviation services and businesses • Australian Air League etc. – showcasing activities and entertainment • Helicopter flights Community Service Providers – information stalls with activities Emergency Service Providers – such as SAPOL, Fire and SA Ambulance Carnival Rides Animal interactions and displays Food trucks Environmental

Question	Response
Why is the event needed?	Read Aloud Every Child Every Day events aim to highlight the importance of undertaking daily reading with children. An Australian Longitudinal Study of 4000 children shows that early intervention is imperative, with daily reading and engaging with community activities, as key strategies for lifelong learning success. Salisbury has a higher than average population of young children than the rest of the State and has children within it that are developmentally at risk or vulnerable in terms of school readiness, according to the Australian Early Development Census. This event supports the City of Salisbury's Strategy that aims to enhance early childhood development as a priority and provide an early engagement opportunity. Furthermore, with the diversity of displays and activities available at the event it will provide people the opportunity to connect with the community, building and sharing skills and knowledge. The setting of the event is strategic in its aim, to generate curiosity and inspire current aspirations in both the adult and child attendees. Additionally, the activity aims to increase the profile of United Way and its community work that is focussed on literacy skill building and involving people and organisations who bring the passion, expertise and resources needed to get things done. Any proceeds from this event will be utilized by United Way in its literacy programs.
How will your event increase participation opportunities for community and economic development?	This event will strengthen community life by enhancing learning opportunities across the community. It will bring together different cultures to reading as the event allows for equitable access regardless of age, race, level of ability etc. and aims to have bilingual readers involved in the read aloud elements. One of the Council's objectives is to create positive attitudes to learning and this activity is an example of such an informal opportunity. It will allow participants to foster their creativity and is an example of facilitating partnerships between education and industry.
How will you promote and advertise the Event?	Roadside banners, fliers and posters - distributed through networks including schools, community and sporting groups, social media, print, radio and television media, community noticeboards
Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?	Parafield Airport Limited, Event contributors/exhibitors (example email attached), Corporate Volunteers, Food trucks/Carnival Rides/Activity providers
Community Group / Business	As above
How they will benefit	Showcase offerings, community engagement, information sharing, income for food trucks etc.

3 of 4

Question	Response
Attach letters of support where applicable	Email example of support for event Australian Air League.msg Support for event from Parafield Airport - Minutes from PAL Team Meeting.docx Event Brief v2.docx P&L 17-18 UWSA uncertified.pdf UWSA ABN Rego.pdf Board authorisation for Open Day.pdf Application checklist.pdf Certificate of Currency.pdf
Events seeking over \$10,000 What is the regional or state-wide significance of this event?:	Open access event for families in line with Children's Week (National), spotlighting the importance of literacy skills and inspiring individuals as to what may be possible
Events seeking over \$10,000 What is the long term vision and sustainability of the event in the City of Salisbury:	Our inspirational goal would be to offer this event bi-annually to the community
Please upload your budget spreadsheet from the template provided.	Open Day City of Salisbury Event Budget.xlsx
Position:	Senior Officer
9. APPLICATION DECLARATION	Name of signatory: Kerry Davies Link to signature
We agree to abide by the terms and conditions of sponsorship	Yes
On behalf of (Group/Organisation)	United Way SA
Name:	Kerry Davies
Date:	14/08/2018

Minutes



Subje Read Aloud Open Day @ Parafield Airport

ct: 09/08/2018

Date: 10:30

Start Time: Parafield Boardroom

Location:

Present Steph Norrie, Sue Trussell, Martin Hiziak, Bill Allen, Daryl Payne, Barrie Rogers

Apologies NIL

Matters Arising Read Aloud Open Day @ Parafield Airport

Item Number	Item	Action by	Due Date	Completed
1	Drafting to send through aerial of Western apron with measurements	SN	10/08/2018	YES
2	SN to spend time with United Way SA staff to map out where items will be located on the map supplied by Drafting.	SN	14/08/2018	
3	Map to be handed to BR to start SEZ process and include Ash McDonald, Brett Eaton and Phil Hogan	SN	10/08/2018	
4	BA to liaise with Kym Roesler for risk assessment	BA	17/08/2018	
5	PO to be created to supply portable bathrooms. BR to source funds and approve PO once funds can be allocated	SN/BR	14/08/2018	
6	BA to speak to Tony in regards to supplying AOO's for the event. BR has suggested ADL AOO is a "volunteer"??	BA	17/08/2018	
7	No animals to be allowed at event other than assistance animals	SN	14/08/2018	YES
8	Chalk outline on grass area to indicate where items will be placed. Friday before event	SN/United Way staff	26/10/2018	
9	Barricading off grass area for event. Day before event	SN/BA	27/10/2018	
10	Food trucks to be allowed in western gate between 7am – 9am sharp. Food trucks must have a \$20 million liability cover and a list of vendors must be supplied	SN	28/10/2018	

Minutes



	SN to advise United Way SA by 14/09			
11	BR to organise SES personnel for car parking and emergency services to partake on the day.	BR	10/09/2018	

Event Brief

Event Name: Children's Week Open Day at the Airport
Event Date: Sunday 28th October 2018
Event Time: 10.00am – 3.00pm
Event Venue: Parafield Airport

Aim

- To meet request of all parties and provide a Children's Week themed event for local community
- To strengthen relationships with Parafield Airport Management, Children's Week Association SA & associated Community Service Provider's
- To enhance community awareness of organisational aims & UWR program
- To promote ideas of alternative ways for parents and children to enhance relationships through reading and related craft activities
- To enhance the value of literacy learning
- To further promote Parafield Airport, United We Read and Read Aloud Program, associated CSP's & United Way SA

Outcomes

- To enhance brand awareness for involved parties
- To achieve funds through merchandising & community event attendance
- Promote donations to UWSA
- To promote organisational brand awareness through advocating UWSA & UWR program
- To achieve determined KPI's and enhance volunteer engagement

Concept Notes

- Event will be based around community engagement in accordance with designated Children's Week theme of "Children's views & opinions are respected"
- Provision of multiple RA stations with Guest Authors/Special guests reading regularly
- Provision of multiple craft stations associated to selected books being read on the day at event
- Provision of multiple CSP stands/displays providing activities/crafts/readings/resources to enhance community involvement
- Provision of entertainment in a central area (like runway)
- Provision of passport/story trail utilising key spots such as airport museum, SA Quench Bench, RA stations – any other sites determined to be of relevance to event
- Provision of opportunity for Mrs Le & possibly Mem Fox doing bilingual reading
- Performance from Mickster the Trickster with promotion of reading importance
- Provision of central craft activity such as Travelling Papermaker
- Provision of Miss Australia rep (Padma – Amorim) to further create brand awareness/provide special reading
- Opportunity for Harrison Craig to read his book as a featured event/entertainment piece
- Provision of airforce cadets/bands for entertainment throughout day
- Provision of guided tours through airport or museum
- Provision of emergency services vehicles for entertainment/photo opportunities
- Provision of external entertainment/activations such as jumping castles, face painting, balloon twisting, magician, family style picnic games such as tug of war, sack races etc
- Provision of giant games/children's play area
- Provision of hospitality services – such as food trucks, rotary BBQ, fruit & water snacks etc

Suggested CSP's to consult

- Communities for Children Playford & Salisbury areas – activities, glitter tattoos, giant games
- Hippy – activities, resources
- Smith Family – literacy programs for school aged youth
- Arthritis Kids – promotion of services in local areas (Awareness)

- Backpacks for Kids – provision of services in local communities (awareness)
- Hoops 4 Life – promotion of programs (awareness)
- Northern Sound System – entertainment, promotion of services to community
- Elizabeth Rise Community Centre – promotion of services to community
- Cancer Council – for provision of sunscreen stations
- COP/Salisbury Council – Mayor for guest reading/formalities etc
- Emergency Services – entertainment
- Local Sporting Clubs – entertainment
- Local entertainers (NSS) - entertainment

Resources

- Cooperation and participation of multiple CSP's operating in local community
- Books provided by United Way SA & a sponsoring partner.
- Craft materials in sufficient quantities
- UWSA and Volunteers to staff activation area for period of event.
- Marketing materials from UWSA & involved CSP's for promotion of event
- Participation of families known to organisation with special passes/free entry provided to participate in provided activities
- Additional resources required to complete activities as outlined in brief in agreement with hosting/organisational parties

Volunteers

Will be sourced through United Way RAVE Team and associated CSPs participating in event activation

Will be required for:

- event bump in & out
- reading and craft assistance
- mascots & escorts
- event media
- assigned tasks as appointed

Budget

Pooling of resources from CSP's as agreed.

Risk

A risk assessment of the venue will need to be performed prior to event completion & activation. There are no perceived outstanding risks presented at present until site inspection is carried out. Event risk assessment will be performed prior to event commencement.



QBE Insurance (Australia) Ltd
Head Office
Level 5, 2 Park Street
Sydney NSW 2000
ABN: 76 003 161 035
AFS Licence No: 239545



Page 1 of 1

BUSINESS PACK INSURANCE / CERTIFICATE OF CURRENCY Policy Number: 62A226739BPK

This certificate acknowledges that the policy referred to is in force for the period shown.

Details of the cover are listed below.

Policy Number:		[REDACTED]	
Period of Insurance:		From 31/08/2017 to 31/08/2018 at 4.00pm	
Insured Name:		Not Provided	
ABN Number		Not Provided	
UNITED WAY SOUTH AUSTRALIA INCORPORATED		& THE UNITED WAY VOLUNTEERS	
Liability Section		Sum Insured	Excess
Location:	AS PER POLICY WORDING ELIZABETH SA 5112	Public Liability: \$20,000,000	
Type of Business:	CHARITY FUND RAISERS	Products Liability: \$20,000,000	
		Property Owner: No	
		Property Damage Excess:	\$1,000
Interested Party:		None Noted	
Issued by:		QBE Australia	
Date Issued:		7. September 2017	

End of Certificate.

QM1587-0607

Date Printed 07/09/2017

Created: 14/08/2018 12:52 PM

United Way South Australia Incorporated

Profit & Loss Statement

July 2017 To June 2018


PARAFIELD SA 5106

ARN:

Email:

Income	\$631,561.92
Cost of Goods Sold	\$115,483.29
Gross Profit	\$516,078.63
Expenses	\$523,432.85
Operating Profit	-\$7,354.22
Net Profit/(Loss)	-\$7,354.22

Audited documents are not yet available.
Can be provided within the next month if required.


Emma Brooke
CEO United Way
South Australia
0439 705 418


Kerry Davies
Senior Officer

This report includes Year-End Adjustments.

Page 1 of 1



ABN Lookup

Current details for ABN 54 009 775 007

ABN details

Entity name:	UNITED WAY SOUTH AUSTRALIA INCORPORATED
ABN status:	Active from 26 Jun 2000
Entity type:	<u>Other Incorporated Entity</u>
Goods & Services Tax (GST):	Registered from 01 Jul 2000
Main business location:	SA 5095

Australian Charities and Not-for-profits Commission (ACNC)

UNITED WAY SOUTH AUSTRALIA INCORPORATED is registered with the Australian Charities and Not-for-profits Commission (ACNC) as follows:

ACNC registration	From
Registered as a charity view ACNC registration	03 Dec 2012

Charity tax concession status

UNITED WAY SOUTH AUSTRALIA INCORPORATED is a Public Benevolent Institution endorsed to access the following tax concessions:

Tax concession	From
FBT Exemption	22 Jun 2016
GST Concession	01 Jul 2005
Income Tax Exemption	01 Jul 2000

Deductible gift recipient status

UNITED WAY SOUTH AUSTRALIA INCORPORATED is endorsed as a Deductible Gift Recipient (DGR) from 23 Sep 2016. It is covered by Item 1 of the table in section 30-15 of the *Income Tax Assessment Act 1997*.

Important

Please read Deductible Gift Recipient (DGR) information before making a gift.

William McInerney

From:
Sent: Tuesday, 14 August 2018 8:53 AM
To:
Cc:
Subject: read aloud day at Parafield

Morning Kerry,

My name is Marc Lelliott, I am the officer commanding the Parafield squadron of the Australian air league in Kittyhawk lane at Parafield airport. The Australian air league is a not for profit youth organisation, we teach cadets between 8 and 17 the basics of aircraft and flight. The air league would love to take part with a stall showcasing what we do and possibly put on a drill display possibly with drums for good effect if required, we can show people what we are all about. I can be contacted by phone or by email [\[redacted\]](#) I look forward to hearing from you.

Marc lelliott
Officer commanding
Parafield squadron
Australian air league

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Emma Brooke

From: Gary Metcalf
Sent: Wednesday, 8 August 2018 6:30 PM
To: Emma Brooke; 'Peter Charlesworth'; 'Philippa Crawford'; 'Brenton James'; 'Mike Matarazzo'; 'Geoff Vogt'; 'Goodwin, Graham (SAPOL)'; 'Ann Perriam'
Subject: RE: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

Hi Emma,

JUST Back from annual Leave. As requested please find below Approvals in red.

Regards
 Gary Metcalf
 Managing Director

Metcalfe Group (SA)
 Parent Company of:
 Chergar Developments
 Adelaide Retirement Services
 All Property Constructions

Wayville SA 5034

W: www.metcalfeigroupsa.com.au



<http://www.tqcsi.com/certified-organisations>

COMMUNICATE : CO-ORDINATE : MANAGE : DELIVER

From: Emma Brook
Sent: Wednesday, 8 August 2018 4:49 PM
To: 'Emma Brooke'; 'Peter Charlesworth'; 'Philippa Crawford'; 'Brenton James'; 'Mike Matarazzo'; 'Geoff Vogt'; 'Goodwin, Graham (SAPOL)'; 'Ann Perriam'

Emma Brooke

From: [REDACTED]
Sent: Wednesday, 8 August 2018 4:49 PM
To: 'Peter Charlesworth'; 'Philippa Crawford'; 'Brenton James'; 'Mike Matarazzo'; 'Geoff Vogt'; 'Gary Metcalf'; 'Goodwin, Graham (SAPOL)'; 'Ann Perriam'
Subject: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

Subject: Read Aloud Open Day @ Parafield Airport.

Date: Sunday 28th October 2018

Time: 10am to 3pm

What: A family fun community event with reading aloud to children as a primary focus.

Aim: Bring the community together and build awareness of the importance of reading to your child and raising much need funds for our United We Read program

Who: Involvement from the community partners, local business and local government

I would like to put forward the first motion to the UWSA board – Approval to host the above event Read Aloud Open Day @ Parafield Airport.

Please respond with an "Approve" vote please

The second motion I wish to put forward to the UWSA board – Authorising an application to be submitted to the Community Event Sponsorship Program.

Please respond with an "Approve" vote please

The third motion I wish to put forward to the UWSA board – Authorising Kerry Davies as the project contact member for UWSA

Please respond with an "Approve" vote please.

Kind Regards
Emma Brooke

Chief Executive Officer
United Way South Australia
Building Children's Potential



Donate Here: <https://www.givenow.com.au/organisation/public/1909>

Emma Brooke

From:
Sent: Wednesday, 8 August 2018 8:05 PM
To: Gary Metcalf; Emma Brooke; 'Peter Charlesworth'; 'Philippa Crawford'; 'Brenton James'; 'Mike Matarazzo'; 'Goodwin, Graham (SAPOL)'; 'Ann Perriam'
Subject: RE: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

I approve all motions.

Geoff

Geoff Vogt
 CEO
 Industry Leaders Fund,

Wayville SA 5034

Web: www.industryleaders.com.au

From:
Sent: Wednesday, 8 August 2018 6:30 PM
To:
Subject: RE: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

Hi Emma,

JUST Back from annual Leave. As requested please find below Approvals in red.

Regards
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 Managing Director

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 All Property Constructions

Wayville SA 5034

E
 W: www.metcalfgroupsa.com.au

Proud supporter of

Subject: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

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Please respond with an "Approve" vote please approve

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Please respond with an "Approve" vote please approve

The third motion I wish to put forward to the UWSA board – Authorising Kerry Davies as the project contact member for UWSA

Please respond with an "Approve" vote please. approve

**Kind Regards
Emma Brooke**

**Chief Executive Officer
United Way South Australia
Building Children's Potential**



Donate Here: <https://www.givenow.com.au/organisation/public/1909>



COMMUNICATE : CO-ORDINATE : MANAGE : DELIVER

From:

Sent: Wednesday, 8 August 2018 4:49 PM

To:

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Please respond with an "Approve" vote please. approve

Kind Regards

Emma Brooke

Chief Executive Officer
United Way South Australia
Building Children's Potential



Donate Here: <https://www.givenow.com.au/organisation/public/1909>

Emma Brooke

From: [redacted]
Sent: Wednesday, 8 August 2018 8:31 PM
To: [redacted]
Cc: [redacted]
Subject: Re: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

I support the three motions

Brenton James
 Managing Principal

Level 10, 400 King William Street, Adelaide SA 5000
 PO Box 6465, Halifax Street, SA 5000

T +61 8 8414 3347
 F +61 8 8211 7362
 E BJames@jht.com.au
www.jht.com.au

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Sent from my iPhone

On 8 Aug 2018, at 4:49 pm,

> wrote:

Subject: Read Aloud Open Day @ Parafield Airport.

Date: Sunday 28th October 2018

Time: 10am to 3pm

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Please respond with an "Approve" vote please.

Kind Regards
Emma Brooke

Building Children's Potential

<image001.png>

Donate Here: <https://www.givenow.com.au/organisation/public/1909>

Jones Harley Toole cares for our environment. Please do not print this email unnecessarily.

Emma Brooke

From: [redacted]
Sent: Thursday, 9 August 2018 7:39 AM
To: [redacted]
Subject: RE: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

I support all three motions thanks

D/Supt Graham Goodwin
 Acting Officer In Charge
 Ethical and Professional Standards Branch
 Governance and Capability Service
 000

W www.police.sa.gov.au
 SOUTH AUSTRALIA POLICE
 KEEPING SA SAFE

From: [redacted]
Sent: Wednesday, 8 August 2018 4:49 PM
To: [redacted]
Subject: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

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Please respond with an "Approve" vote please.

Kind Regards
Emma Brooke

Chief Executive Officer
United Way South Australia
Building Children's Potential



Donate Here: <https://www.givenow.com.au/organisation/public/1909>

Emma Brooke

From: _____
Sent: Thursday, 9 August 2018 10:57 AM
To: _____
Subject: RE: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

Approved to all 3

Peter Charlesworth
 Minelab President
 Codan Executive General Manager

Minelab Electronics Pty. Ltd · Technology Park ·
 Australia · 5095 · Australia

EQUINOX Series

Multi-IQ
 Simultaneous Multi-Frequency Technology

Minelab is a wholly owned subsidiary of Codan Limited. www.codan.com.au

From: _____
Sent: Wednesday, August 08, 2018 4:49 P A
To: _____

Subject: UWSA Out of Board Meeting Session - Approval for Read Aloud Open Day @ Parafield Airport

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Please respond with an "Approve" vote please.

Kind Regards
Emma Brooke

Chief Executive Officer
United Way South Australia
Building Children's Potential



Donate Here: <https://www.givenow.com.au/organisation/public/1909>

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Ann-Marie Arthur

Subject: FW: Community Event Sponsorship Program - Round 1 - Further information
Importance: High

Please note Unite Way SA Mail Server was down from Monday – Thursday and therefore Kerry's response to my email below was sent through as an image via mobile, she then dropped the supporting documentation/quotes for inclusion. These are included as part of the application.

Regards,

Ann-Marie Arthur

Team Leader: Place Curation & Cultural Development
 Community Planning & Vitality
 D: 08 8406 8476
 E: A.Arthur@salisbury.sa.gov.au

City of Salisbury
 12 James St, Salisbury, South Australia, 5108
 P: 08 8406 8222
 F: 08 8281 5466
 TTY: 08 8406 8596
 W: www.salisbury.sa.gov.au

From: Ann-Marie Arthur
Sent: Monday, 20 August 2018 5:03 PM
To:
Subject: Community Event Sponsorship Program - Round 1 - Further information
Importance: High

Good Afternoon,

Thank you for your Community Event Sponsorship Program Application.

Information / clarification still required

In reviewing your application I still require the following information in order to submit it to the Sports, Recreation and Grants Committee on the 10 September 2018.

This information will need to be received by midday Wednesday 22 August.

1. We have received multiple applications this round and therefore would like to confirm if the *Read Aloud Open Day @ Parafield Airport* will still be held if you receive less funds than you have requested? Yes / No
2. Will the event be held if you only receive \$5,000? Yes / No
3. Further to this can you please outline how / if United Way South Australia Incorporated will cover the \$4,620 requested over budget (grants are available for up to \$10,000): *Please detail*
4. We will also require a signed copy of your Meeting Minutes. *Please attach*
5. If you have quotes or invoices for costs outlined in the budget. Please forward them to me for inclusion in your application.

Lastly, I'd like to thank you again for your application and remind you of the timing of the application process from here:

Currently

City of Salisbury
Sport, Recreation and Grants Committee Agenda - 10 September 2018

Minutes



Subject:

United Way X Parafield Airport for Children's Week

Date: 8th May 2018

Start Time: 1:00pm

Location: Parafield Airport Boardroom

Present:

Barrie Rogers (BR)

Steph Norrie (SN)

Kerry Davies (KD)

Emma Brooke (EB)

Apologies: N/A

Confirmation of:

Minutes of Previous Meeting

Matters Arising – Minutes/notes from meeting

Item Number: 1

Action by

Due Date

Date of Event: Sunday 28th October 2018

10:00am – 3:00pm

1. <u>Funding and Donations</u> Email to tenancies explaining the charity event and ask if they would be on board to donate in some way	SN	Monday 4 th June?
2. <u>Run Sheet</u> Runsheets to be created by United Way with SN and BR overlooking.	KD/EB	Monday 24 th September?
3. <u>Invite List</u> United Way to have control of invite list with PAL overlooking as an FYI. PAL to invite internal staff, EXCO and tenants	KD/EB SN	Friday 28 th September?
4. <u>Entry Fee</u> All entry fees to be collected by United Way staff/Volunteers on the day. Wrist bands required for select families/groups	KD/EB	Fees collected on the day. Wrist bands organised September 28 th ?
5. <u>Static Aircraft Displays</u> BR to touch base with tenancies who have aircraft of interest to use as displays. Risk assessment to be included.	BR	Friday 29 th June?
6. <u>Corporate Photography</u> Simon Casson to be go to photographer for event	SN	Monday 4 th June Need to lock Simon in quick.
7. <u>Special Event Zone</u> SEZ to be created by PAL	SN/BR	Monday 1 st October?

Minutes




8. <u>Traffic Management Plan</u> TMP for parking on Western side of Airport	BR/SN	Monday 1 st October?
9. <u>Social Media Announcements</u> PAL Facebook page to advertise the event. Initial announcement 2 weeks prior, second announcement 2 days prior	SN	Friday 12 th October and Friday 26 th October
10. <u>PR Team and United Way</u> Kerry to provide Hughes PR information. Hughes PR is the PR team for AAL. SN to provide KD Mark Williams' contact details.	KD	Tuesday 31 st July?
11. <u>Channel 7 and Nova 91.9</u> Channel 7 and Nova 91.9 to broadcast and promote. Jarrod Walsh to be host.	EB	Friday 29 th June?
12. <u>Readers for the Children</u> United way to seek out 3-5 readers for the day. Reader each hour.	KD/EB	Friday 29 th June?
13. <u>Transportable Bathrooms</u> Bathrooms to be organised	SN/BR	Friday 29 th June?
14. <u>Adelaide Crows and Port Adelaide</u> Arrangement of the ADL Crows and Port ADL to be invited along as key guests. Both teams to play a Signiant role on the day: reading, using runways etc.	KD/EB	Friday 29 th June?
15. <u>Information Booths</u> Booths to possibly be: CASA, Air Services, FTA and PAL.	SN/BR	Friday 29 th June?
16. <u>Emergency Services</u> SAPOL/SAAS/SAMFS to be a part of the day. Fire trucks, police cars and ambulances to be static displays/interactive displays for children.	SN/BR	Friday 29 th June?
17. <u>Jumping Castle/Face Painting</u> Interactive events for children. One or both – cost depending. Jumping Castle can be pegged down.	KD/EB	Friday 29 th June?
18. <u>Flying Doctors Simulator</u> Barrie to touch base with contact at RFDS to bring along simulator on truck	BR	Friday 29 th June?
19. <u>Passport Station Treasure Hunt</u> Interactive treasure hunt to be organised to incorporate letters and numbers. FTA students to possibly be on board as station masters in their flying uniforms.	KD/EBSN	Friday 29 th June?

I look forward to hearing from you after the committee meeting, and as always I am in awe of your huge co-ordination efforts at these events!

With kind regards,

Karen

 *Karen Beins - Face Painting & Balloons*
www.facepaintingandballoonsadelaide.com.au

On 30-06-2018 14:55, Kim Jeanes wrote:

Good Afternoon Karen,

I hope this email finds you well and surviving our wintry cold blast with some snippets of sunshine.

We are about to relocate our Head Office to some new premises at Parafield Airport so things are exciting at the moment.

I was wondering if you would be interested in our Children's Week event this year.

It will be held at Parafield Airport on Sunday 28th October 2018 and is going to be bigger than the last one at Government House.

It will be an all day event and will be marketed to the general public so we are anticipating 1000+ people attending on the day.

I was thinking we would need a team of face painters and we do have budget for the event as we have support from Parafield Airport Management who will be our gold naming rights event sponsor of course!!

Kerry Davies

From: Karen Beins
Sent: Tuesday, 3 July 2018 4:36 PM
To: Kim Jeanes
Subject: [Possible Spam] Re: Children's Week Event

Hi Kim, as discussed just now, here are a minimum and maximum quote, and an in-between.

The fee in any case would be \$85 per painter per hour.

For fourteen face painters in shifts of four hours each, eg 7 from 10-2 and 7 from 12-4, or even 5 from 10-2, 5 from 11-3 and 4 from 12-4, so that your middle hours have all of them on board, the fee would be \$85 x 4hrs x 14 painters = \$4760 total.

For ~~fourteen~~ face painters there the whole ~~four hours~~ from 10-4, the total fee would be \$85 x 6hrs x 14 painters = \$7140.

For ~~ten~~ face painters there the whole ~~six hours~~ from 10-4, the total fee would be \$85 x 6hrs x 10 painters = \$5100.

You may decide to tweak that slightly yourself and work out the cost accordingly.

As the sub-contractor, I would allocate myself the whole six hours so I am also overseeing everybody coming and going on time, and I would co-ordinate the rest of the girls to fit into the schedule. I would definitely recommend plumping out the lunchtime hours and thinning it out the first and last hour. We are all conscious of how much time we can afford to spend on each child, judging by the line and how many of us are painting, so whether we offer cheek designs only would be a decision we make at the time.

I like your passport idea sold at a certain price, and we stamp it as the child is painted, to keep everything fair. I'm never a fan of "gold coin donation", firstly because it is WAY too cheap for the professional work they are receiving, which would be \$10-\$15 at other events, and also because I've seen people throw 20c in the tin for a full face paint. \$5 seems to be a minimum value for a professional face paint, if you were factoring it in to the value of the passports.

Secure shelter, both overhead and side, would be crucial, so matter what the weather does on the day, we and the waiting kids are dry and comfortable and not being blown around, and we can work our long shifts without any issues. Apart from that, we will all bring our own tables and chairs.

End October is high season for painters, so I will need to be able to give the girls absolute guarantee when I book them that the job is secure for the day. I would normally ask \$90 per painter deposit up front out of their total fee, as I am ultimately responsible for paying the girls. I know that's not easy for you and I don't usually ask it because you are always reliable, but if any funding did come through early and the deposits were able to be paid, that would be a huge weight off. In any case, whatever decision the committee makes, I request that you can guarantee it in writing for me.

1

Kerry Davies

From: [REDACTED]
Sent: Wednesday, 4 July 2018 7:13 PM
To: Kim Jeanes
Subject: RE: Event Attendance Request

Hi Kim

Thank you for enquire for your Event.

Bookings need to be done over the phone please as things can change by the time emails are sent and read.

Animal Capers can bring a variety of animals for the day, ranging from insects, birds, mammals, reptiles and amphibians.

The Animal Encounter Display consists of a variety of animals on display tables with graphics and magnifying glasses for people to view at their leisure, either side of the tables would be, turtle pond and the other side a reptile pit with a variety of reptiles for the children to pat and hold. There will also be Animal Capers staff holding different animals throughout the day for people to feed, hold and pat, these animals would rotate throughout the day for the animals well being.

The display is interactive for everyone. We would get everyone involved to interact and enjoy our tame and friendly animals.

I will talk about each animal and answer any question during the children's and adults interaction with these animals.

The area we need is about 9m in length and 3m wide or in a u shape of 3 m x 3m x 4m whatever will fit into the space best.

I would also set up hand washing facilities for the children and adults to wash their hands after the animal encounter.

I would need to set the Animal Capers display under shelter/tent or inside is best for the animals well being and access to power, because if it is cold we need to heat up the reptiles. I would also need a parking space close to the where we need to set up for the show for unloading the animals and tables etc and to keep any animals in if needed.

I would need to set up away from any loud noises please.

Cost would be \$520 for the first 2 hours and \$120 for every hour after the first 2 hours (no GST charged)

Some great animals that you might see are: Barn Owl, Tawny Frog Mouth, Snakes, Squirrel Gliders, Rainforest Snail, Possums, Bearded Dragons, Sleepy Lizards, Blue tongue Lizard, Goanna, Hosmer Skinks, Ferret, Turtle, Bird- Eating Spider, Rabbit, Hopping Mice, Dunnarts, Water holding Frogs, Goliath Stick Insects, Chicken, Crocodile and more.

I would bring a variety of animals to suit the day. Temperatures (hot or cold) can influence the type of animals available on the day.

Inside is best for summer and winter functions, to has access to heating or cooling.
Breeding season, mating and moulting can also influence the availability of animals on the day.

List and photos of the animals are on the website

Animal Capers has its own public liability insurance I can email you a copy if you go ahead with the booking.

Cameras and videos can be used on the day as all the animals are fine with their photo been taken.
Animal Capers will make your day more interesting and fun for everyone.

If you have any questions don't hesitate to give me a ring

Regards
Jodie Ible
Animal Capers

From:
Sent: Saturday, June 30, 2018 3:46 PM
To:
Subject: Event Attendance Request

Hi Jodie,

We are hosting an event during Children's Week at Parafield Airport on Sunday 28th October 2018.
We would like to enquire about having an interactive animal display and possibly snake awareness/education info sessions/discussions and were wondering if you would be able to help.

Our event will be marketed to the general public and we are anticipating 1000+ people attending.
Could you please advise your availability, provide an overview of what you may be able to provide and supply a quotation for services at your earliest convenience.

I look forward to hearing from you in the near future.

Kind Regards



Kim Jeanes
Community Impact Officer/Volunteer Team Leader



W: www.unitedwaysa.com.au

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United Way South Australia

From: TJ's Amusements
Sent: Wednesday, 27 June 2018 11:56 AM
To: Kim Jeanes
Subject: Re: [Possible Spam] Re: Paramera airport event

Hi Kim,

Kerry Davies

From: Tj's Amusements
Sent: Wednesday, 27 June 2018 9:09 PM
To: Kim Jeanes
Subject: Re: [Possible Spam] Re: Parafield airport event

Hi Kim,

We don't have appropriate anchorage for the Climb N Slide if it's on solid ground.

We can offer our Inflatable Octopus Activity/Bounce which has the same capacity as the Climb N Slide, which can be anchored on solid ground - same price.

Thanks,
Tamara.

On Wed, Jun 27, 2018 at 12:24 PM, Kim Jeanes

Hi Tamara,

I will pass this on to my supervisor for follow up as soon as possible.

Can you please advise if you provide stability weights for inflatables?

Regards



Kim Jeanes

Community Impact Officer/Volunteer Team Leader

Please find prices for amusement ride hire;

Elephant Train \$1450

Fantasy Flight \$1250

Climb & Slide Bounce \$1350

If you hire all three we can do a package of \$3500. These rides are all operated by trained professional staff and are covered by 20 million public liability. They are all high capacity rides and the train is able to ride adults with smaller children.

If you have anymore questions please contact me.

Tamara

On Thu, Jun 7, 2018 at 10:35 AM, Kim Jeane:

Hi Tamara,

Thanks for getting back to me.

Sounds great!!

The event will be an all day event probably covering a five to six hour time span somewhere in the vicinity of 10am – 4pm or something like that.

The venue has been confirmed at this stage but we are still sorting event content etc.

Would appreciate a package deal quote when convenient.

Thanks

Kim

Kim Jeanes

Community Impact Officer/Volunteer Team Leader



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f - www.facebook.com/tjamusements

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Tamara Allen

"Queen of Fun"



f - www.facebook.com/tjamusements

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Tamara Allen

"Queen of Fun"

United Way South Australia

From: Tj's Amusements
Sent: Tuesday, 5 June 2018 10:05 PM
To: Kim Jeanes
Subject: [Possible Spam] i.e: Parafield airport event

Hi Kim,

Thanks for getting in contact was us. Our Fantasy Flight ride has two air plane carriages, with also two bees and two cars. Holds up to 20 children per ride. We do not have any other aviation themed rides but could suggest an elephant train, dragon wagon or a giant bouncing castle. What times is your event running to and from so I can give you a quote?

Tamara Allen

"Queen of Fun"



W - www.tjamusements.com.au

Kerry Davies

From: Animals Anonymous
Sent: Sunday, 1 July 2018 11:36 PM
To: Kim Jeanes
Subject: RE: New Message From Animals Anonymous

Hi Kim,

Thank you for your email.

We are currently available on Sunday the 28th of October.

We can offer a display which includes a 3x3m marquee, trestle tables, aquariums and some friendly Australian native animals. The animals include a baby crocodile, big python, baby pythons, goanna, gecko, bearded dragon, bettong, squirrel glider, dunnarts, and a bird either a tawny frogmouth or a parrot. The presenters will be holding an animal which people can pat and also possibly hold.

The cost is \$300 for the first hour and \$120 for each hour thereafter (minimum of two hours).

If you have any other questions please do not hesitate to contact us.

Kind regards,

Tamara,

ANIMALS ANONYMOUS
 Wildlife on Wheels

<http://animalsanonymous.com.au/>

Check out the ANIMALS ANONYMOUS page on Facebook

CONSERVATION THROUGH EDUCATION...

-----Original Message-----

From:
Sent: Saturday, 30 June 2018 3:39 PM
To: in
Subject: New Message From Animals Anonymous

Kim Jeanes

Interactive Wildlife Display
 Hi Tamara

We are hosting an event for Children's Week at Parafield Airport on Sunday 28th October 2018.
We would like to have an interactive display and possibly some snake awareness/education discussions/info sessions for children.
Our event will be marketed to the general public and we are anticipating attendance of 1000+ people.
Could you please advise your availability, supply a quote and an overview of what you may be able to offer.
I look forward to hearing from you at your earliest convenience.
Kind Regards
Kim

Kerry Davies

From: [redacted]
Sent: Thursday, 16 August 2018 12:45 PM
To: Kim Jeanes
Subject: St John Ambulance SA Events Quote Request Confirmation: Read Aloud Open Day at Parafield Airport

Dear Kim,

Thank you for submitting a quote request for St John Event Health Services to attend your event.
 Your request was received at:
 Date and time of request: 16/08/2018 12:43:12 PM

Your request is currently being assessed and we will email you a quote shortly.
 If any of the details listed below are incorrect, or if you have any other queries, please contact our
 [redacted] au

EVENT DETAILS:

Event Name: Read Aloud Open Day at Parafield Airport
 Used St John Ambulance SA before? Yes
 Event Date: 28/10/2018
 Other Dates:
 Start time: 10.00am
 Finish time: 3.00pm
 Venue Name: Parafield Airport - West Apron
 Venue Address: Aderson Drive
 Venue Suburb: Parafield Airport
 Venue State: SA
 Venue Postcode: 5106
 On-Site Contact Person:
 Mobile:
 Landline:

Actual Event Times:

Actual Event Start time: 10.00am
 Actual Event Finish time: 3.00pm

Times St John Required Onsite:

St John Required Start time: 9.00am
 St John Required Finish time: 4.00pm

Description of Event:

A community event with a literacy focus including group readings, craft activities, amusements, animals, static aircraft and Emergency service displays, facepainting, foods, rides, market stalls and information/education sessions and displays of community services

Is this a ticketed/fee for entry event?	Yes
Is event bounded (fenced)?	Yes
Insurance/Governing Body requirement for First Aid Services at event?	Yes
Total number of spectators expected:	1000+
Maximum spectator attendance expected at any one time:	1000+
Total number of participants expected:	3000+
Maximum participant attendance at any one time:	1000+
Total participants/spectators expected over the entire event:	3000+
Demographic:	Mixed
Alcohol:	Dry Zone
Is this a fund raising event?	Yes
Fund raising organisation which receives proceeds:	United Way South Australia
Percentage of income donated:	100
Is this a Motor Sport event?	No

ON SITE INFORMATION:

First aid room available?	No
Water available?	No
Power & Lighting available?	No
Ice available?	No
On Site parking available to St John staff?	Yes
Meals & Drinks provided to St John staff?	Yes

CLIENT DETAILS:

Coordinator Name:	Kim Jeanes
Organisation Name:	United Way South Australia
Organisation Address:	-
Organisation Suburb:	-
Organisation State:	SA
Organisation Postcode:	5095
Client Phone:	0
Client Mobile:	-
Client Email:	-
Event Website or Social Media Handle:	-

INVOICE DETAILS:

Attention: Kim Jeanes
 Organisation Name: United Way South Australia
 Organisation Address:
 Organisation Suburb: ROSEMEAD
 Organisation State: SA
 Organisation Postcode: 5061
 Organisation Phone: 08 8333 1111
 Organisation Email: k.jeanes@stjohnsa.com.au

ATTACHMENTS:

Maps: Open Day Map B&W;.pdf

Regards

Events Team
 St John Ambulance SA



St John Ambulance | SA



@Stjohn_SA



St John Ambulance SA

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From: Phillip Hamilton
Sent: Saturday, 30 June 2018 5:21 PM
To: Kim Jeanes
Subject: Re: New Message From Adelaide Amusements - Contact Us

Hi Kim
I can't help with food, but I have got other games. Suppling the games really depends on what rides you would like to hire.
I probably wouldn't be able to supply the games at no upfront cost if you didn't hire any rides as they subsidise the games if not many people turn up.
Regards Phillip Hamilton
[Get Outlook for Android](#)

From: Kim Jeanes
Sent: Saturday, 30 June, 17:06
Subject: RE: New Message From Adelaide Amusements - Contact Us
To: 'Phillip Hamilton'

Hi Phillip,

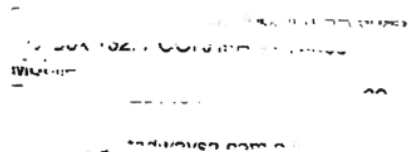
Thank You for your prompt reply.

Can you offer any other games and/or food trucks?

We are particularly interested in a corn cob food truck.

Regards

Kim
Kim Jeanes
Community Impact Officer/Volunteer Team Leader

The logo for United Way South Australia, featuring a stylized 'U' and 'W' with the text 'United Way South Australia' below it.

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United Way South Australia

From: P
Sent: Saturday, 30 June 2018 4:55 PM

2

Kerry Davies

From:
Sent: Saturday, 30 June 2018 6:31 PM
To:
Subject: Re: New Message From Adelaide Amusements - Contact Us

Thanks for that. If you need any further information please let me know.

Regards Phillip Hamilton

Get [Outlook for Android](#)

From: Kim Jeanes
 Sent: Saturday, 30 June, 18:28
 Subject: RE: New Message From Adelaide Amusements - Contact Us
 To: 'Phillip Hamilton'

Hi Phillip,

That's okay I understand how it works. I will take the quote to my committee and let you know as soon as possible.

Regards

Kim
 Kim Jeanes
 Community Impact Officer/Volunteer Team Leader

15

W: www.unitedwaysa.com.au

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United Way South Australia

YOUNG FAMILIES Kids under 12 at home

Young families are connected to each other, and to our content across all platforms.

So many purchase categories are relevant to young families, and our suite of digital solutions can help your business give them ideas along the way.

Target them with scale and certainty. We can help optimise your campaign.



News Corp Digital Audience: Young Families
242,000

Digital Recommendations Reach Young Families



Reach young families across our digital Network through one of our audience targeting segments

Package Inclusions

Run of Network - SA
Desktop & Mobile devices
Targeting with 1 standard News Connect Segment (eg: Family with kids)

OPTION ONE - ONE MONTH CAMPAIGN

20,000 impressions*
Investment: \$1,008 ex GST
Valued at \$1,120 ex GST

OPTION TWO - ONE MONTH CAMPAIGN

40,000 impressions*
Investment: \$1,904 ex GST
Valued at \$2,240 ex GST

Source: emmaTM, conducted by Ipsos Media CT, twelve months ending Feb 2018. Nielsen Digital Ratings Monthly, Feb 2018
* Subject to availability at time of booking

Kerry Davies

From:
Sent: Monday, 2 July 2018 2:20 AM
To: Kim Jeanes
Subject: [Possible Spam] Venomous snake awarness display

Hi Kim, my name is Dean Clarke, I was forwarded your email from snake away services and would love to be a part of your day at parafield airport, I work independantly and also with snake catchers adelaide, catching snakes and holding venomous snake awareness/educational demonstrations.

I can have a multitude of venomous snakes on display for people have an up close look at while being completely safe doing so, I also have a pit set up where I demonstrate how venomous snakes react to us and how we should act around them, first aid demonstrations, safety tips and plenty of factual information on the snakes themselves, like their venom, its effects and how it works, where they come from and what they eat and much more, I thought that 3 scheduled demonstrations through out the day would be a good number to work with and throughout the rest of the day I can answer questions and provide information for any and all interested. Normally I would charge \$280 for a 1-1.5 hour session but I would be happy to do the whole day for \$700. Please let me know if this sounds reasonable to you, I would love to be apart of your day as I bekieve education is the key for people of all ages ti admire, respect, enjoy and understand these beautiful and misunderstood nativ australian reptiles. I look forward to hearing from you soon. Kind and sincere regards, Dean Clarke.

Mobile number- (

To: Kim Jeanes
Subject: Re: New Message From Adelaide Amusements - Contact Us

Hi Kim

Thanks for the enquiry. I would recommend a jumping castle and carousel for the smaller children and the very popular UFO Bumper Cars for the older children. This of course depends on your budget.

The prices of each item are

Bumper Cars \$1500

Carousel \$1000

Bounce and slide \$600

I can supply all 3 for a package deal of \$2800 for up to 5 hours. All of our amusements are supplied with trained operators for each item.

I can also supply the Dancing Dolphin game for no cost upfront and i would charge customers \$5 a game and return 20% of the turnover to you.

Anyway let me know what you think.

Regards Phillip Hamilton

Get Outlook for Android

From: Kim Jeanes

Sent: Saturday, 30 June, 16:00

Subject: New Message From Adelaide Amusements - Contact Us

To: _____

Hi We are hosting an event for Children's Week at Parafield Airport on Sunday 28th October 2018. We would like to enquire about hiring some sideshow amusements for our event. We will be marketing our event to the general public and are anticipating attendance of 1000+ people. Can you please provide an overview of what you may be able to offer and supply a quotation please.

2018 Community Event Sponsorship Program Guidelines and Eligibility



ABOUT THE PROGRAM

The City of Salisbury, through its Community Event Sponsorship Program (CESP), aims to encourage, develop and support the organisation of community events within the City of Salisbury, including one-off celebrations that generate community participation.

The CESP aims to deliver outcomes in alignment with the Salisbury City Plan 2020. By applying for eligible projects you are helping Salisbury to achieve the vision of “excellence in building a community of opportunity and spirit in a quality environment.”

Applicants are invited from non-profit organisations that are planning to hold events within the City.

Sponsorship will be considered for costs directly incurred in the organisation of an event e.g. general revenue, infrastructure, publicity / advertising and security. Community groups may run more than one event per financial year; however the maximum sponsorship per event is \$10,000.

The guidelines contained within this document outline the types of projects that can be considered for sponsorship.

BEFORE YOU BEGIN

Before commencing your application please contact the Community Planner: Place Activation who will:

- Assess the eligibility of your event;
- Run through the event checklist / permit process with you;
- Assist in linking the event with potential Local, State and Federal Planning goals;
- Advise you of the CESP application process and timelines; and
- Advise you of potential community groups and businesses you may be able to link with.

Applications must be made using the Community Event Sponsorship Program Application Form.

You can download a CESP Application Form from Council’s website at: salisbury.sa.gov.au/grants or request a hard copy application form to be sent to you by telephoning 8406 8222.

Submit your completed application via:

Email: city@salisbury.sa.gov.au
Fax: 8281 8222
Post: Community Event Sponsorship Program
City of Salisbury
PO Box 8
Salisbury SA 5108

If you require any assistance in completing your application, please call 8406 8222 and a City of Salisbury staff member will be happy to help you.

WHO CAN APPLY?

The CESP is open to all community organisations that meet all of the following criteria:

- Are an incorporated not-for-profit community organisation and/or auspiced by an incorporated body;
- Are hosting the event within the City of Salisbury boundaries;
- Are you able to meet repayments for any existing Council debt;
- Have completed all relevant sections of the application form; and
- Have supplied all essential documentation.

Please note the number of applications received through the CESP is likely to exceed the funds available therefore meeting the criteria does not guarantee success.

If you are unsure of the eligibility of your project or which category to apply for, please contact the Community Planner: Place Activation on 8406 8222.

WHO CAN'T APPLY?

The following are ineligible for CESP funding:

- Individuals or unincorporated groups;
- Groups/organisations that have previously received sponsorship or funding and not fulfilled reporting obligations, including provision of, post event evaluation/report and financial acquittal.

If you relate to any of the above, your event is ineligible for sponsorship.

The CESP will close to applications when the budget has been fully allocated and will not reopen until the adoption of budget in the new financial year. Council will provide advice on its website when all funds have been allocated.

In some instances successful applications may not receive the full amount of requested sponsorship, but a percentage of the amount sought. If your event can not proceed without full sponsorship then this should be indicated in your application.

TIMING - ROUND 1

2 July 2018	Call for applications for the CESP
Mid-July 2018	Information session for potential CESP applicants
13 August 2018	Applications for CESP close at 5pm
Mid-late August 2018	Information and reports prepared for Sport Recreation and Grants Committee
10 September 2018	Sport Recreation and Grants Committee meet to consider

Due to the timing and assessment process applications will take a minimum of five (5) weeks and applicants will be notified of the outcome following the decision of the Committee.

WHAT EVENTS CAN BE FUNDED?

The following list provides examples of eligibility associated with CESP funded events and is a guide only to assist in the preparation of your application.

Applicants are required to demonstrate that the event will:

- Add to the community and cultural life of the City of Salisbury;
- Demonstrate broad community support / involvement, with 90% of the target population residing in the City of Salisbury;
- Attract local media coverage;
- Be scheduled to avoid conflicts with local and state wide activities;
- Be held within the City of Salisbury.

WHAT EVENTS CANNOT BE FUNDED?

The following list provides examples of ineligibility associated with CESP funded events and is a guide only to assist in the preparation of your application.

- Money is already spent;
- Retrospective sponsorship or funding of budget deficits;
- Salaries / Tutor fees (initial or on-going);
- Commercial activities aimed at making private profit;
- Events that are not open to the general public;
- Events that are not held within the City of Salisbury area.

ESSENTIAL DOCUMENTATION

All applicants must provide the following supporting documentation:

- Most recent annual financial statement certified by the President / Treasurer or audited by a qualified accountant as presented at an AGM;
- Current certificate of currency for Public Liability Insurance to the value of \$10 million;
- A copy of Event Checklist;
- Evidence of cash support (where applicable);
- Letters of support for the event (where applicable);
- Letter or email from the head of the organisation supporting the application (where applicable);
- Certificate of incorporation demonstrating not-for-profit status;
- Signed copy of committee minutes endorsing the event, authorising an application to the CESP and documenting the authorised project contact.

IMPORTANT

Incomplete applications will be considered non-compliant and ineligible for sponsorship. You will receive written feedback requesting you to supply missing information. When complete the application will be submitted to the Sport, Recreation and Grants Committee for assessment. It is not possible to approve all requests for sponsorship, therefore sponsorship should not be deemed automatic or anticipated.

ASSESSMENT CRITERIA

For events up to \$5,000

All eligible applications will be assessed against the following criteria:

- Completion of the application in full;
- Demonstrated need for the event;
- Stakeholder endorsement and support for the event;
- Consideration of, and fit with, existing events calendar and events;
- Demonstrated multiple community, organisation or association benefit;
- Extent to which the project addresses strategic objectives and community needs;
- Extent to which alternative, complementary sponsorship and funding sources have been explored or secured;
- Adequate, comprehensive and value for money of event budget;
- Extent to which the event meets the purpose of the CESP;
- Alignment with the priorities of the CESP;
- Risk management considerations;
- Extent to which the organisation has the financial capacity to meet its financial obligations with the City of Salisbury (e.g. does the organisation have any bad debt with the City of Salisbury); and
- Number of other events that have been funded for the financial year (noting only eight events will be sponsored for an amount up to \$5,000 each financial year).

For events up to \$10,000

In addition to the above criteria, events seeking sponsorship over \$5,000 and up to \$10,000 will also be assessed against the following criteria:

- Demonstrated ability for the event to attract over 3,000 patrons;
- Regional or state wide significance of the event;
- Extent to which the event addresses City of Salisbury strategic objectives;
- Long term sustainability of the event in the City of Salisbury;
- Demonstrated ability for the event organisers to deliver an event of significant scale and size;
- Profile of the event and ability to raise the profile of the City of Salisbury;
- Number of other events that have been funded for the financial year (noting only two events will be sponsored for an amount between \$5,000 and \$10,000 each financial year).

SPONSORSHIP CONDITIONS

All applications are administered according to the following conditions.

1. CESP funding will be used expressly for the purpose outlined in the application and as endorsed by Council. Requests to change the purpose of sponsorship must be made in writing and is at the discretion of the Council.
2. City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
3. City of Salisbury is not responsible for any loss or expense endured during event planning and implementation or in relation to the completed event.
4. Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Tax Office to be registered for the GST.
5. Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant.
6. Organisations that are not registered for the GST will not have the grant grossed up.
7. If successful, organisations cannot have their Grant Agreement transferred to another body on the basis of GST registration.
8. A project acquittal must be submitted within twelve (12) months of project completion. Failure to supply proof of expenditure will result in ineligibility for future sponsorship and grant funding.
9. Unspent funds are to be returned to City of Salisbury.
10. The City of Salisbury will be recognised as a major sponsor of the event in all media, speeches, MC notes and programming (noting any use of logos must be approved by the City of Salisbury communications and customer relations team).



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