



AGENDA

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

8 JULY 2019 AT 6:30 PM

IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY

MEMBERS

Cr A Duncan (Chairman)
Mayor G Aldridge (ex officio)
Cr L Braun
Cr C Buchanan (Deputy Chairman)
Cr N Henningsen
Cr D Hood
Cr S Ouk
Cr S Reardon

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

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Sport, Recreation and Grants Committee Meeting held on 11 June 2019.

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OTHER BUSINESS

CLOSE



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

11 JUNE 2019

MEMBERS PRESENT

Mayor G Aldridge (ex officio)
Cr L Braun
Cr C Buchanan (Deputy Chairman)
Cr N Henningsen
Cr D Hood
Cr S Reardon

OBSERVERS

Cr D Proleta

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 6.31 pm.

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

APOLOGIES

An apology was received from Cr A Duncan (Chair).

LEAVE OF ABSENCE

Leave of absence for this meeting was previously granted to Cr S Ouk.

PRESENTATION OF MINUTES

Moved Cr L Braun
Seconded Mayor G Aldridge

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 13 May 2019, be taken and read as confirmed.

CARRIED

REPORTS

Administration

7.0.1 Future Reports for the Sport, Recreation and Grants Committee

Moved Mayor G Aldridge
Seconded Cr S Reardon

1. The information be received.

CARRIED

Community Grants

7.2.1 Youth Sponsorship Applications - May 2019

Moved Cr L Braun
Seconded Cr D Hood

1. The information be received.

CARRIED

7.2.2 Community Grants Program Applications for June 2019

Moved Cr S Reardon
Seconded Mayor G Aldridge

1. The information be received and noted.

CARRIED

7.2.3 06/2019: The Burton Community Centre Inc. - Community Grants Program Application

Cr C Buchanan declared an actual conflict of interest on the basis of being the Chair of the Burton Community Centre.

Moved Cr C Buchanan

Seconded Cr L Braun

That Mayor G Aldridge act as Chair of the meeting in the absence of Cr C Buchanan, Deputy Chair.

CARRIED

Cr Buchanan left the meeting at 6.34 pm.

Mayor G Aldridge assumed the Chair at 6.34 pm.

Moved Cr D Hood

Seconded Cr L Braun

1. The information be received and noted.

CARRIED

Cr C Buchanan returned to the meeting at 6.35 pm and resumed the Chair.

7.2.4 Community Event Sponsorship Program - Round 3

Moved Cr D Hood

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, the following applications are approved through Round three (3) of the Community Events Sponsorship Program as follows:
 - a. Grant No. 1/2019: Military Vehicle Preservation Society of SA Inc., application for \$5,000 for the Edinburgh Truck Show.
 - b. Grant No. 2/2019: BMXSA Inc., application for \$10,000 for the BMXSA 2019 HutSix State Championships.
 - c. Grant No. 3/2019: Lions Club of Gilles Plains - Mawson Lakes Lions Club Branch, application for \$9,975 for the Mawson Lakes Christmas Carols.
 - d. Grant No. 4/2019: Coyote Hoops Basketball Club Inc., applications for \$5,050 for the Coyote Hoops Junior Basketball Carnival.
 - e. Grant No. 5/2019: Mawson Boat Club Inc., application for \$5000 for the Mawson Boat Club Picnic Regatta.
 - f. Grant No. 6/2019: Bagster Road Community Centre Inc., application for \$10,000 for the Bagster Road Community Open Day – 40th Year Celebration.

CARRIED

7.2.5 Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship Program 2019

Moved Mayor G Aldridge
Seconded Cr N Henningsen

1. That this report be received.
2. The 2019 round of Phoebe Wanganeen Aboriginal and Torres Strait Islander scholarships be awarded to the following applicants:
 - Undergraduate Scholarship for three years, at \$2000 per annum to Rebekah Taylor;
 - TAFE 1 year Scholarship at \$1000 to Janikah Newchurch; and
 - TAFE 1 year Scholarship at \$1000 to Jordan Davis.

CARRIED

7.2.6 Minor Capital Works Grant Program - Category A Eligibility Criteria

Moved Mayor G Aldridge
Seconded Cr N Henningsen

1. The information be received.
2. For the purposes of the Minor Capital Works Grant Program, Who Can Apply (Category A) be amended to read:

“Clubs must...at the time of application, have a currently executed lease/license or other use agreement with the City of Salisbury, or Council will have a contracted first right of refusal to purchase the property.”
3. A further report be provided in one month in relation to Category B funding, ensuring the grants relate to the premises where the lease is held.

CARRIED

7.2.7 Minor Capital Works Grant Program - Salisbury Bowling Club Application

Moved Cr D Hood
Seconded Mayor G Aldridge

1. The report be received.
2. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee allocate funding from the 2018/19 Minor Capital Works Grant Program budget as follows:
 - a. The Salisbury Bowling Club: an amount of \$50,000 for the installation of an automatic watering system on two lawn bowls greens and extend the current storage facility, noting that any additional costs are to be funded by the Salisbury Bowling Club or external grant programs, as per the funding agreement.

CARRIED

OTHER BUSINESS

Nil

The meeting closed at 7.02 pm.

CHAIRMAN.....

DATE.....

ITEM	7.0.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
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.

1. CONSULTATION / COMMUNICATION

- 1.1 Internal
 - 1.1.1 Report authors and General Managers.
- 1.2 External
 - 1.2.1 Nil.

2. REPORT

- 2.1 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
24/06/2019	Minor Capital Works Grant Program - Category A Eligibility Criteria	William McInerney
7.2.6	3. A further report be provided in one month in relation to Category B funding, ensuring the grants relate to the premises where the lease is held.	
Due:	July 2019	
Deferred to:	August 2019	
Reason:	Additional financial analysis is required to support decision making.	

3. CONCLUSION / PROPOSAL

- 3.1 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: 01/07/2019

ITEM	7.2.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
HEADING	Youth Sponsorship Applications - June 2019
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

The information be received.

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 June 2019.

Funding per application	Event	Total Funding
1 @ \$1,000	One application has been received to represent Australia at the BMX World Championships to be held in Belgium in July 2019.	\$1,000
1 @ \$1,000	One application has been received to represent Australia at the North American Irish Dance Championships to be held in Vancouver, Canada in July 2019.	\$1,000
1 @ \$250	One application has been received to represent South Australia at the School Sport Australia Swimming Championships to be held in Melbourne in July 2019.	\$250
1 @ \$250	One application has been received to represent South Australia at the Combined Affiliated States Rugby League Competition to be held in Darwin in June 2019.	\$250
1 @ \$250	One application has been received to represent South Australia at the 2019 Border Challenge (Gymnastics) to be held in Golden Beach, Queensland in June 2019.	\$250
2 @ \$250	Two applications have been received to represent South Australia at the School Sport Australia Basketball Championships to be held in Bendigo, Victoria in August 2019.	\$500
1 @ \$250	One application has been received to represent South Australia at the School Sport Australia Football (Soccer) Championships to be held in Canberra in August 2019.	\$250
1 @ \$250	One application has been received to represent South Australia at the Australian Gymnastics Championships to be held in Melbourne in May 2019.	\$250
Total Funding for June 2019:		\$3,750.00

4. CONCLUSION / PROPOSAL

- 4.1 The 2018/19 Youth Sponsorship budget allocation is \$64,000, less expenditure to date of \$58,535 (including June applications) which leaves a balance remaining of \$5,465.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

ITEM	7.2.2
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
HEADING	Minor Capital Works Grant Program - Northern Districts Cricket Club Application
AUTHOR	William McInerney, Community Planner Sport and Recreation, 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.
SUMMARY	An eligible application for the Minor Capital Works Grant Program has been received from the Northern Districts Cricket Club to upgrade of 4 (four) turf and 6 (six) hard wicket practice nets at Salisbury Oval and is presented for assessment.

RECOMMENDATION

1. The report be received.
2. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee allocate funding from the 2019/20 Minor Capital Works Grant Program budget as follows:
 - a. The Northern Districts Cricket Club: an amount of \$50,000 for the upgrade of 4 (four) turf and 6 (six) hard wicket practice nets at Salisbury Oval, noting that any additional costs are to be funded by the Northern Districts Cricket Club or external grant programs, as per the funding agreement.

ATTACHMENTS

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

1. Minor Capital Works Grant Program - Northern Districts Cricket Club - Application
2. Minor Capital Works Grant Program - Northern Districts Cricket Club - Quotes

1. BACKGROUND

- 1.1 The Minor Capital Works Grant Program aims to assist clubs that provide sport, recreation and leisure opportunities to the Salisbury community to undertake facility improvements.
- 1.2 The purpose of the program is to provide opportunities to improve Council or club owned recreation assets and facilities in order to increase community participation in sport and recreation and enhance the club viability.
- 1.3 The MCWGP is open to all community organisations that meet the criteria set out in the guidelines and eligibility criteria document including:
 - 1.3.1 are an incorporated not-for-profit community organisation;

- 1.3.2 are physically located in the City of Salisbury;
 - 1.3.3 provide sporting, recreation and leisure services to the City of Salisbury;
 - 1.3.4 are significantly free of Council debt;
 - 1.3.5 have not received MCWGP funding in the past 24 months;
 - 1.3.6 have completed all relevant sections of the application form; and
 - 1.3.7 have supplied all essential documentation.
- 1.4 Council endorsed changes to the MCWGP to increase the maximum allocation amount for Category A from \$30,000 to \$50,000 effective May 2019.
 - 1.5 An application has been received from the Northern Districts Cricket Club applying for up to \$50,000 through the Minor Capital Works Grant Program for the upgrade of 4 (four) turf and 6 (six) hard wicket practice nets at Salisbury Oval.
 - 1.6 The Northern Districts Cricket Club last received MCWGP funding in 2007 for part of the costs for the installation of a turf wicket at the Paddocks Precinct.
 - 1.7 The Northern Districts Cricket Club (NDCC), located at the Salisbury Oval Precinct and the Paddocks Precinct has a total membership of 160. The NDCC utilises 1 (one) turf cricket pitch as Salisbury Oval as well as 3 (three) turf and 1 (one) concrete cricket pitch at the Paddocks. The NDCC also utilises both 6 (six) concrete and 4 (four) turf cricket practice nets at Salisbury Oval.
 - 1.8 The NDCC is an active member of the South Australian Cricket Association Premier Grade cricket system.
 - 1.9 The NDCC currently has 3 Women's teams, 4 Senior Men's teams, 5 Junior teams, and an Under 12 Development Squad utilising the facilities at Salisbury Oval.
 - 1.10 The NDCC is one of the leaders in Women's Cricket in the State and has grown with the expansion of opportunities from an increase in women and girls participating in the sport. The Club has also seen an increase in the number of new migrants using the practice facilities at Salisbury Oval in which these participants have gone on to train and play at the club.
 - 1.11 Cricket Australia is the National Sporting Body for cricket and the Community Cricket Facility Guidelines provide a consolidated resource of community cricket facility planning, development, management and maintenance information for use by community, government and national cricket industry partners and stakeholders. This resource provides guidance, support, and advice regarding the quality and standard of facilities based on the users, club/competition level, and safety and technical requirements of the sport.
 - 1.12 The current nets do not meet Cricket Australia standards as outlined in the Cricket Australia Community Cricket Facility Guidelines. Practice cricket nets are to be a minimum height of 3 metres, however the current nets are only between 2 – 2.5 metres high. The nets are required to be higher in order to increase safety of participants and users. As a Premier/regional cricket club, the NDCC is amongst the top hierarchy level for outdoor cricket training nets (as outlined in the CA CCFGs), therefore it is recommended to have high quality facilities to accommodate and support club and player development opportunities.

- 1.13 The current practice area and infrastructure such as nets, cables, and storage boxes has been in place for over 20 years. Over this time the equipment has had high exposure to the elements as well as a high usage rate which has resulted in deterioration of the facilities. This equipment no longer provides a safe environment for cricket activities as it can no longer be guaranteed that the nets will prevent a cricket ball from entering an adjacent pitch area.
- 1.14 Some pitches have to be left unused for training due to the safety concerns and risk to participants which results in fewer participants utilising the facility. This limitation then impacts the on-field performance of players.
- 1.15 The NDCC are applying for funding for the replacement and upgrade of the practice net infrastructure associated with both the turf and hard wicket practice areas.
- 1.16 The NDCC have sought and gained support from the Salisbury Sportsman's Association whom currently hold the Head Lease at Salisbury Oval.
- 1.17 The NDCC works closely with the Para Districts Cricket Association and the community cricket clubs affiliated within this association. In the past, the NDCC has hosted many training sessions with community cricket clubs at Salisbury Oval however this is not currently feasible due to the aged equipment. These training sessions not only support the growth of the NDCC however also support the community cricket clubs to learn and improve their coaches, players, and club environments.
- 1.18 The practice cricket nets are accessible by the community when no club activities are occurring, and the proposed upgrade will ensure that these unsupervised activities can occur safely. This will allow the NDCC to attract and retain high quality players, and sustainably grow their club and sport.

2. CITY PLAN CRITICAL ACTION

- 2.1 The Northern Districts Cricket Club is one of the key users and stakeholders within the Salisbury Oval Precinct. The Critical Action outlined in the City Plan 2030 includes "Develop Salisbury Oval to include an integrated recreation and residential precinct"

3. CONSULTATION / COMMUNICATION

3.1 Internal

- 3.1.1 Community Planning and Vitality, Community Development
- 3.1.2 Property and Buildings, City Infrastructure
- 3.1.3 Parks and Landscape, City Infrastructure
- 3.1.4 Parks & Open Space Assets, City Infrastructure
- 3.1.5 Projects, City Infrastructure

3.2 External

- 3.2.1 Northern Districts Cricket Club
- 3.2.2 Salisbury Sportsman's Association
- 3.2.3 South Australian Cricket Association

3.2.4 Cricket Australia

4. REPORT

- 4.1 The Northern Districts Cricket Club has applied for MCWGP funding for the upgrade of 4 (four) turf and 6 (six) hard wicket practice nets at Salisbury Oval.
- 4.2 The proposed scope of works include:
 - 4.2.1 Upgrade of 6 (six) hard wicket cricket training facility
 - 4.2.2 Upgrade of 4 (four) turf wicket cricket training facility
 - 4.2.3 Installation of storage boxes, posts, netting, wires and fittings
- 4.3 The NDCC has provided the City of Salisbury with quotes for the upgrade works to be undertaken as part of this project ranging from \$47,516 and \$64,750 with the average being \$57,077.
- 4.4 The Minor Capital Works Grant Program if approved can contribute a maximum of \$50,000 funding towards this project. The Northern Districts Cricket Club has agreed to cover any costs above the \$50,000 grant funding from either club contributions or from external grant funding programs.
- 4.5 It is anticipated that the project costs will be above the \$50,000, and an assessment of the financial capacity of the Club to meet additional costs has been undertaken by staff. Based on the financial position of the club and given its current commitments there is not expected to be an inability to meet its obligations or be in financial hardship as a result of undertaking this project.
- 4.6 The NDCC has also applied to the Office for Recreation, Sport and Racing's Active Club Program for \$25,000 funding support to cover additional costs over the grant amount and enhance the project. Successful applications for this Program will be announced soon.
- 4.7 A draft scope of works for the purposes of quotes has been prepared. Full scope will be prepared by the Northern Districts Cricket Club in collaboration with City Infrastructure if approval is given to receive the grant.
- 4.8 If successful, the netting will remain the Club's asset and they will be responsible for ongoing maintenance and replacement in the future.
- 4.9 The NDCC has consulted with the South Australian Cricket Association and Cricket Australia in which the State and National Sporting Bodies have indicated support for the upgrades. It has been indicated that the project meets strategic directions and a key infrastructure pillar "Game and Practice Facilities" from the South Australian Cricket Infrastructure Strategy which is currently under development.
- 4.10 Staff have sighted the full financial details of the Northern Districts Cricket Club however have removed details within the attachments to this report for confidentiality.

5. CONCLUSION / PROPOSAL

- 5.1 The purpose of the Minor Capital Works Grant Program is to support clubs that provide sport, recreation and leisure opportunities to the Salisbury community to

undertake facility improvements in order to increase community participation and enhance club viability.

- 5.2 The application by the Northern Districts Cricket Club meets the guidelines for the Minor Capital Works Grant Program and can be completed within the allocated budget; however costs are anticipated to exceed \$50,000. The Club are able, and agree to meet additional costs.
- 5.3 The Northern Districts Cricket Club will require approval from City Infrastructure through a Major Club Initiated Works Form prior to work commencing.
- 5.4 It is recommended that the application to the 2019/20 Minor Capital Works Grant Program by the Northern Districts Cricket Club be approved and an amount of \$50,000 be allocated for the upgrade of 4 (four) turf and 6 (six) hard wicket practice nets at Salisbury Oval.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

City of Salisbury - Minor Capital Works Grant Program



Submission date: 3 June 2019, 8:34PM

Receipt number: MCWGP10

Related form version: 17

Question	Response
Application Form	
Organisation Information	
Name of the Club / Organisation:	Northern Districts Cricket Club Incorporated
ASIC Registration Number:	A23668
Australian Business Number (ABN):	70595159665
Facility Name:	Northern Districts Cricket Club
Facility Address:	Memorial Avenue Salisbury
Postal Address:	PO box 113 Salisbury 5108
Person Responsible for the Grant:	Michael Pascoe
Role/Position within Club:	Chairman
Contact Email:	zeus222@bigpond.net.au
Contact Mobile:	0412959963
Club Membership	
Male - Junior	60
Female - Junior	0
Social - Junior	0
Male - Senior	60
Female - Senior	40
Social - Senior	0
Total Membership:	160
Funding Category	
Category A – up to \$50,000 Clubs that meet one of the following may apply for Category A funding:	licence or sub-license over Council owned land; or
Category B – up to \$2,000	

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City of Salisbury - Minor Capital Works Grant Program Application

Which category of funding is being applied for?	Category A - up to \$50,000
Have you sought, or intend to seek funds from another source for this project?	Yes
If yes, please list the source/s and amount/s requested:	A submission has been lodged with DPTI for a grant in assist with part funding the project. The submission was for the maximum available of \$25k
About the Project	
Name of Project:	Upgrade of Cricket Practice Net Facility - Salisbury Oval

<p>What does the project involve?</p>	<p>The Northern Districts Cricket Club (NDCC) is an active member of the SACA Premier Grade cricket system. As a Premier Grade club, the NDCC is expected to provide first class training facilities for the elite players (men & women) to hone their skills. To achieve that the NDCC is required to foster cricket at all levels with a focus on game development. The NDCC currently has 4 seniors men's, 5 junior, 3 women's and an under 12 development squad utilising the facilities at Salisbury Oval. We have a ground that is classed and acknowledged as a premier surface throughout the SACA competition. With the recent completion of the new change rooms at Salisbury Oval we have the making of a centre of excellence in cricket in the northern area. However, the condition of our practice facilities falls well short of what could be considered a premier grade club.</p> <p>The current practice area has been in place for over 20 years. The infrastructure (nets, cables & storage boxes) has been there for the same time. Exposure and high levels of use have taken their toll and the materials have deteriorated to a point where the equipment does not provide a safe environment for cricket activities at the premier level. We cannot guarantee that the current equipment will prevent a firmly struck cricket ball from entering and adjacent pitch area.</p> <p>Our current nets are between 2 and 2.5 meters high. To comply with the Cricket Australia standards on cricket practice nets are to be a minimum of 3 meters high. The current infrastructure does not enable the net to be replaced and raised to the required height.</p> <p>It is proposed that the practice facilities be upgraded with removal and replacement of all the infrastructure associated with both the turf and hard wicket practice areas.</p> <p>What the Project Involves</p> <ul style="list-style-type: none"> Research suitable providers & meet with each on site of current facilities. Request quotations for the removal and replacement of all infrastructure. Review all quotations to establish the quality, cost, serviceable lifetime and guarantee of service Consolidate the reviewed data and table before the executive and ratify the preferred provider Advise the selected provider and ascertain a timeline for the project to commence and forecast completion Monitor progress through construction phase Conduct a final review of facility – focus on quality and compliance of work Participate in official hand over
<p>Are there any time constraints for the project?</p>	<ul style="list-style-type: none"> Once funding is confirmed Quotations - Completed Preferred provider selected Removal of current old boxes and posts Off site construction of net storage boxes and posts September 2019 - Installation on site of storage boxes, posts & safety nets

Why is the project needed?	<p>The current facility and its associated infrastructure have deteriorated to a state where the intended purpose of the netting, provide safe separation to protect individuals from a firmly struck ball can no longer be assured.</p> <p>To ensure the safety of individuals pitches have to be left unused during training sessions. This limits the number of players that can use the facility. As a premier grade club, this limitation impacts on the on-field performances of our elite players and as a consequence our lower grade, junior and women's teams.</p> <p>There has been a rapid expansion in women's cricket and the NDCC is one of the leaders in women's cricket in the state. As a result of this growth there are more strains placed on our training/practice areas. The increase in numbers of participants necessitates training session where the men and women are occupying the nets simultaneously. The current facilities do not provide the safe separation required to enable the men and women to train together, this limits the time that our players have to train.</p> <p>There is in excess 20 community cricket clubs within the Para Districts Cricket association and the NDCC has fostered close relationships with many of the clubs. In the past the NDCC has invited and hosted many training sessions with those clubs at the Salisbury Oval. The facility are now not in a condition where that can occur.</p> <p>The upgrade of our practice facilities will enable the NDCC to host community clubs (senior men, juniors and women's) at specialised training session.</p> <p>There are many members of the community that access the hard wicket areas for cricket activities when there are no club activities occurring. The proposed upgrade will ensure that these unsupervised activities occur safely.</p> <p>For the NDCC to continue to attract first class cricketers domestically and overseas players we need first class facilities. Unfortunately, this is not the case at the moment and our ability to attract and retain players is limited by our facilities.</p>
How will the project increase participation opportunities for sport and recreation?	<p>The upgrade of the practice/training facility will enable more time to be allocated to each of the NDCC players but enabling the full use to the practice pitches.</p> <p>The raising of the height of and installation of new netting will provide a safe environment for the use of all pitches by players of all levels simultaneously.</p> <p>The NDCC ability to safely host community clubs players will provide an opportunity for those player to improved their skills through the use of first class facilities and the exposure to coaching from NDCC representatives.</p>

City of Salisbury - Minor Capital Works Grant Program Application

How will the project increase inclusive opportunities for diverse people in the community and how does the project address Universal Design Principles?	The NDCC has seen an increase in the number of new migrant groups using the practice facilities at Salisbury oval. NDCC have subsequently invited some individuals using the facilities to train with the NDCC Premier Grade players. Several of those invited have been selected to play for NDCC in the Premier Grade competition. Their participation has led to others from these groups attending home and away matches at Salisbury. This inclusion has been beneficial to both the NDCC and the members of the community. The proposed upgrade will ensure that the unsupervised activities of the community can occur safely.
Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?	Yes
Please indicate which group/s and how they will benefit:	Community Cricket Clubs - Enable the SAFE access to a first-class training facility General Community - Enable the SAFE unsupervised use by those not involved with formal cricket organisations
Budget Information	
Total Project Cost	68860
Club/Organisation's Contribution	4860
Other grants / funds secured	10000
MCWGP Amount Requested:	50000
Can the proposed works proceed if the full amount requested is not provided?	No
Please upload a copy of the completed MCWGP Project Budget Form:	mcwgp_budget_template_2019-20.xlsx
Quote 1	Quote 1 - Advanced Nets Ropes.pdf
Quote 2	Quote 2 - Peter Miranda Sports.pdf
Quote 3	Quote 3 - Qunins.pdf
Essential Documentation	
Provide a Certificate of Incorporation demonstrating not-for-profit status	Certificate of Incorporation of Amalgamation.PDF

City of Salisbury - Minor Capital Works Grant ProgramApplication

Provide a signed copy of committee minutes endorsing the project, authorising an application to the MCW Grants Program and documenting the authorised project contact	April signed Minutes NDCC.pdf
Club/organisation's most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	NDCC Incorp - Balance Sheet 17 18 Financial Year.pdf NDCCInc - Profit and Loss 18 19 Current.pdf NDCCInc- Profit and Loss 2017 2018 Financial Year.pdf Northern Districts Cricket Club Incorporated - Balance Sheet 2 years.pdf
Where applicable supply evidence of cash support (e.g. recent bank statement)	Treasurer Report May 2019.pdf
A copy of building works drawings or concept plans for the project	Photos V2.pdf
Provide photos that clearly demonstrate why the works are needed	Net Upgrade Required.docx
Where applicable provide letters of support for the project from each of the user groups	LandownerConsent - Northern Districts Cricket Club - Net Upgrades.pdf COUNCIL_PROJECT_SUPPORT_FORM - NDCC Cricket Nets.pdf Northern Districts Cricket Club - Council Support Form - Signed.pdf SACA Northern Districts CC SSO_PROJECT_SUPPORT_FORM.pdf
Where applicable provide a letter/email from the head lessee supporting the application	SSA Council Support Letter.pdf
Please upload any further information / documentation	NDCC Upgrade Program.docx
Terms and Conditions of Funding	
Application Declaration	
On behalf of (Club/Organisation)	Northern Districts Cricket Club Incorporated
Name & Position (President/Chairperson)	Michael Pascoe
Date of Signature	03/06/2019
Signature 1	Uploaded signature image: Untitled.jpg

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City of Salisbury - Minor Capital Works Grant ProgramApplication

Name & Position (Representative 2)	Annie Schiller - Secretary
Date of application	03/06/2019
Signature 2	Uploaded signature image: FullSizeRender (002).jpg
	We agree to abide by the terms and conditions of funding, I 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 City of Salisbury's Minor Capital Works Grant 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 funding for this project is offered.

7 of 7

ADVANCED NETS & ROPES

www.advancednets.com.au

Unit 3/13 Creswell Road
Largs North SA 5016

Phone: 08 8242 7320
Mobile: 0424 754 052

Quotation Valid for 30 Days 08/04/19

To: Northern Districts Cricket Club

Attn: Michael

No 1 Hard Wicket area No Fly net all 3 metres high

- 7 Black storage boxes with double hasp and tension devices
- 14 posts 89 x 89 x 3.5 wall Galvanised 3 metre out of ground to fit existing sleeves
- 7 x 60 ply 45mm Black nylon lane nets heavy leaded rope in Black PVC on the bottom with Stainless Steel rings hand rigged on the top 22 metre with 4 metre back net to fit across the front of the boxes for protection
- All new wires and fittings
- Fully installed into existing sleeves

Price \$21,170.00 plus GST

No 2 Turf Wicket Including Fly net All 3 metres high

- 5 Black storage boxes with double hasp and tension devices
- 10 posts 89 x 89 x 3.5 wall Galvanised 3 metre out of ground to fit existing sleeves
- 5 x 60 ply 45mm Black nylon lane nets heavy leaded rope in Black PVC on the bottom with Stainless Steel rings hand rigged on the top 22 metre
- All new wires and fittings
- 1 new 3 metre high back net fully rigged 3 metres x 32.5
- 1 fly net 32.5 metres x 9 metres including 4 new Fly posts 4 x 450 x 1.5 metre deep concrete footings
- 1 new footing bowlers end where post has been cut off
- Fully installed into existing sleeves

Price \$26,346.00 plus GST

The prices are based on the total removal of all metalwork except the sleeves being done by the club prior to any installation by Advanced Nets and Ropes any additional footings due to ceased posts would incur additional costs to be agreed

Terms: To be agreed

If I have missed anything please let me know

Yours faithfully
Henry Garner
Managing Director
E&OE

Estimate

SPORTING WORLD PTY. LTD.

Trading as

ABN 98 600 158 781

Date	Estimate #
13/03/2019	3696



Warehouse: 1 Pine Street, Royal Park SA 5014

P.O Box 4123, Seaton SA 5023

Phone 08 82442642 Fax 08 82442643

Name / Address
Northern Districts Cricket Club Salisbury SA

Location or Job Site

Item	Description	Qty	Rate	TAX Amt	Tax	Total
CN 25 x 3	Turf Area	5	1,931.25	965.63	GST	9,656.25
Cricket Box.	40mm square Nylon net rigged on 5mm black rope with stainless steel rings on top & lead rope enclosed in black PVC on bottom 25m x 3m	5	990.00	495.00	GST	4,950.00
Net back	Cricket Box 3m x 500 x 300 Black Powder coated complete with ratchet fitting, and locks	1	1,728.00	172.80	GST	1,728.00
Steel manu...	Net Back PE black UV treated 50mm square 32m x 5m	1	9,135.00	913.50	GST	9,135.00
CN 25 x 3	Steel Manufacturing 10/3m x 90mm square lane posts 10/1m x 100mm square sleeves includes excavation, concrete, hardware and dingo hire	7	1,875.00	1,312.50	GST	13,125.00
Cricket Box.	40mm square Nylon net rigged on 5mm black rope with stainless steel rings on top & lead rope enclosed in black PVC on bottom 24mx 3m	7	990.00	693.00	GST	6,930.00
Steel manu...	Cricket Box 3m x 500 x 300 Black Powder coated complete with ratchet fitting, and locks	1	13,440.00	1,344.00	GST	13,440.00
	Steel Manufacturing 14/3m x 90mm square posts BLACK 14/1m x 100mm square sleeves					
Customer is responsible for location of all underground services prior to digging				Subtotal		\$58,964.25
Hard digging clause applies to all quotations				Tax		\$5,896.43
All equipment is guaranteed against faulty materials and workmanship for 24 months from date of installation. This warranty does not include misuse, theft or vandalism				Total		\$64,860.68
Quotation Valid for 30 days						

PORTING
NET
SPECIALISTS



10 Kyle Place
PO Box 116
PORT ADELAIDE SA 5015
P: 08 8447 3577

F: 08 8447 4588
M: 0411 505 465
E: sales@quinsports.com.au
W: www.quinsports.com.au

Northern Districts Cricket Club

31 January 2019

Dear Michael Pascoe

Thank you for the opportunity to quote on the proposed 1 x 4 lane and 1 x 6 Cricket practice system upgrade.

Below is everything you will need except concrete.

Quins Netting Systems, 1 x 4 lane and 1 x 6 lane Cricket system, Supply and Install

Price: \$64,750 +GST

- 12 x Lane Nets 10 x 25m x 3m, made from 50mm square black nylon netting, 500 grams per m, lead rope on the bottom of the net covered with a 60mm black polyester tape at the foot line of the net. The sides and top of the net is surrounded by 8mm black rope border and includes SS rings along the head line every 50cm.
- 2 x Back Net 1 x 12m x 3m and 1 x 16 x 3, made from 50mm square black nylon netting, 500 grams per meter lead rope on the bottom of the net covered with a 60mm black polyester tape at the foot line of the net. The sides and top of the net is surrounded by 8mm black rope border.
- 2 x Roof nets 12m wide x 8m long 45mm square Black Poly netting. With a return on all sides with rope at the bottom and 4mm wire around the top.
- 32 x 100 x 100mm, 1200mm long in ground sleeves.
- 24 x Galvanised posts 90 x 90 3.5mm wall, 3m plus .5m = 3.5m long powder coated satin black
- 8 x Galvanised posts 90 x 90 3.5mm wall, 2 x 4m long 2 x 5m long powder coated satin black
- All wire and rigging required to hang nets up
- 12 X Security Cricket Boxes 3.0m high, full length x 400mm x 500mm, galvanized and powder coated 2.0mm sheet steel. Including locking handle and four keys. The boxes will be keyed alike. Ratchet winches included.

We guarantee Quin's netting products have the maximum ultra violet rating available (.3% for ropes and netting), giving Quin's the longest lasting and hardest wearing nets on the market. Quote subject to site visit and final measure.

Quote number F192485,

This quote is valid for 30 days.

Delivery would be 3-4 weeks from order date.

Delivery, pick up from the factory in port Adelaide

Payment Terms: 50% Progress payment on manufacture and delivery of the goods on site with the balance to be paid on pick up.

Regards
Russell Hart
Operations Manager

SPORTS SAFETY NETTING, FALL PROTECTION NETTING, SPORTS GROUND EQUIPMENT, STEEL FABRICATION

A Division of Quin Sales Pty Ltd ABN 60 008 022 615

ITEM	7.2.3
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
HEADING	Community Grants Program Applications for July 2019
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 submitted for the July 2019 round. Seven applications are submitted for consideration by the Sport, Recreation and Grants Committee in an individual report. One application is 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 Guidelines and Eligibility Criteria

1. BACKGROUND

- 1.1 Four (4) applications were received for the July 2019 round of Community Grants of which three (3) are submitted for consideration and one (1) is waiting for further information.
- 1.2 Two (2) applications received for the May 2019 round of Community Grants required further information. The further information has been received and the applications are submitted for consideration¹.
- 1.3 One (1) application received for the May 2019 round of Community Grants required further information. The further information has not been received and the application is therefore deemed ineligible.
- 1.4 Two (2) applications received for the June 2019 round of Community Grants required further information. The further information has been received and the applications are submitted for consideration².

2. REPORT

- 2.1 Seven (7) applications are presented for the July 2019 round of Community Grants for consideration, all of which are deemed compliant and listed below:
- 2.1.1 10/2019: Greek Pensioners Society of Salisbury & Suburbs Inc.¹
Agenda item 7.2.5; Sport, Recreation and Grants Committee; 08/07/2019
 - 2.1.2 11/2019: The Association of Australian Tertiary Students from Afghanistan Inc.¹
Agenda item 7.2.6; Sport, Recreation and Grants Committee; 08/07/2019
 - 2.1.3 12/2019: Tyndale Christian School Inc.²
Agenda item 7.2.7; Sport, Recreation and Grants Committee; 08/07/2019
 - 2.1.4 13/2019: Valley View Tennis Club Inc.²
Agenda item 7.2.8; Sport, Recreation and Grants Committee; 08/07/2019
 - 2.1.5 14/2019: Punya Foundation Inc.
Agenda item 7.2.9; Sport, Recreation and Grants Committee; 08/07/2019
 - 2.1.6 15/2019: Salisbury West Sports Club Inc.
Agenda item 7.2.10; Sport, Recreation and Grants Committee; 08/07/2019
 - 2.1.7 16/2019: Mawson Lakes Golf Club Inc.
Agenda item 7.2.11; Sport, Recreation and Grants Committee; 08/07/2019
- 2.2 One (1) application received for the May 2019 round of Community Grants required further information. The further information has not been received and therefore the application is ineligible:
- 2.2.1 08/2019: The Royal Life Saving Society Australia, South Australia Branch Inc.
Agenda item 7.2.4; Sport, Recreation and Grants Committee; 08/07/2019
- 2.3 The Community Grant Funding budget allocation for 2019/2020 is \$82,000.
- 2.4 The monies committed to the seven (7) compliant applications for the July 2019 round, if all approved, is **\$18,630.00**.
- 2.5 The remaining balance of the grant funding if all six (6) applications are approved is **\$63,370.00**.

3. CONCLUSION / PROPOSAL

- 3.1 Seven (7) Community Grants Program applications are presented for funding consideration at the Sport, Recreation and Grants Committee meeting in July 2019.
- 3.2 One (1) Community Grants Program Application requires further information and will be presented once the information has been received.
- 3.3 One (1) Community Grants Program Application is deemed ineligible and presented in an individual report for information.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

Effective 01 July 2019



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 **\$5,000.00**;
 - 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.
 - Up to \$2,000 funding towards the purchase of a Defibrillator.
- 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 and sport and recreation.

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 Grant - Defibrillator

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 \$5,000 per year
- Community Grant Event – Christmas Carols: up to \$5,000 per year
- Community Grant – Project: up to \$5,000 per year
- Community Grant – Defibrillator: one-off funding up to \$2,000
- Community Grant: up to \$5,000 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.
- 8.4. An eligible organisation may apply for one-off Community Grants Program funding for up to \$2,000 to assist with the purchase of a defibrillator. Organisations may apply for defibrillator funding regardless of any Community Grants Program funding received within twelve (12) months however the previous funding must have been acquitted in full.

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.
- 9.4.2. Applicants must organise public liability insurance and provide evidence of insurance with the grant application.

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.

9.6. Defibrillator

- 9.6.1. Funding may be considered to assist with the purchase of a defibrillator. All other eligibility criteria applies, with the exception that eligible organisations may apply for Defibrillator Funding if they have received Community Grants Program funding for a project or event within twelve (12) months, providing the funding has been acquitted in full.

Community Grants Program Guidelines and Eligibility Criteria - Page 9 of 18

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.
- 10.8.2. Public Liability Insurance.

10.9. Prior Funding Received for Defibrillators

- 10.9.1. Defibrillator Applications will not be considered for organisations that have already received prior (one-off) Community Grants Program funding for the purchase of a defibrillator.

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 12 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.
- 19.2. Requests for early disbursement of funds must be made in writing. Approval is at the discretion of the Chairman of the Sport, Recreation and Grants Committee and the relevant General Manager.

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.
- 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).

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
Page 19*

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 20*

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.*

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.
- 8.2. Organisations may apply for one-off Defibrillator Funding regardless of having received Community Grants Program funding within twelve (12) months, providing the funding has been acquitted in full.

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 the second Wednesday of the month in 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	7.2.4		
	SPORT, RECREATION AND GRANTS COMMITTEE		
DATE	08 July 2019		
PREV REFS	Sport, Recreation and Grants Committee	7.2.2	13/05/2019
HEADING	08/2019: The Royal Life Saving Society Australia, South Australia Branch Inc. - Community Grants Program Application		
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development		
CITY PLAN LINKS	3.3 Be a connected city where all people have opportunities to participate. 3.4 Be a proud, accessible and welcoming community. 4.3 Have robust processes that support consistent service delivery and informed decision making.		
SUMMARY	The Royal Life Saving Society Australia, South Australia Branch Inc. Application is submitted for information.		

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

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

1. 08/2019: The Royal Life Saving Society Australia, South Australia Branch Inc. - Application

1. BACKGROUND

- 1.1 The Royal Life Saving Society Australia, South Australia Branch Inc. Application was received for the May 2019 Community Grants Program funding round.
- 1.2 The Application was incomplete and required further information.
- 1.3 The Royal Life Saving Society Australia, South Australia Branch Inc. has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The Royal Life Saving Society Australia, South Australia Branch Inc. Application was originally received for the May 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:
 - evidence that the Committee has endorsed submission of the Community Grant Application was not provided; and
 - a detailed, current quote 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 Royal Life Saving Society Australia, South Australia Branch Inc. Application is submitted for information as per clause 11.6 of the Community Grants Program Guidelines and Eligibility Criteria:

- 3.2 *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: 01/07/2019

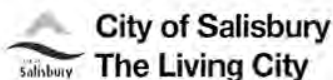


Community Grants Program

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:	Royal Life Saving Society SA		
Address:	Level 2 Adelaide Aquatic Centre, Jeffcott Road		
Suburb:	North Adelaide Postcode: 5006		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mrs <input checked="" type="checkbox"/> Jayne Minear Jayne Minear		
Title (your role with the group/organisation):	CEO		
Address:	Level 2 Adelaide Aquatic Centre, Jeffcott Road, North Adelaide, 5006		
Phone:	Landline: [REDACTED] Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Other: Jake Culkin Jake Culkin		
Title (role with the group/organisation):	Secretary		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	Not for profit		
Is your organisation:			
a) Incorporated:	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> 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: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
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>Royal Life Saving Society South Australia Branch 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:	Aaron Caudle	
Referee's Contact Information:	[REDACTED]	

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

GST Declaration		
<p>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.</p>		
<p>Does your group/organisation have an ABN</p> <p><i>(If Yes - Please Quote ABN;)</i></p> <p><u>2 6 3 1 8 9 3 3 2 7 3</u></p> <p><i>(If No, the ABN Declaration Form attached must be signed)</i></p>	<p>Yes <input checked="" type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<p>Is your group/organisation registered for GST</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<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

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)? <i>If Yes, provide details:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>(enter '0' dollar amounts below)</i>
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	
Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i>	
Income received from sponsors: <i>(list sponsor(s) and their contribution)</i>	
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	
Have you sought any other funding for the project: <i>(please specify the source and amount of funding requested)</i>	<input type="checkbox"/> Yes <input checked="" 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.?	<i>Volunteer time</i>
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
<i>Instructor in charge</i>	\$ 990
<i>Instructors</i>	\$ 3,100
<i>Pool Hire</i>	\$ 900
TOTAL (including GST):	\$ 4,990

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 type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>Water safety education for new arrivals</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>2/6/19 - 7/7/19</i>
Total cost of Project/Event	<i>\$ 4,990</i>
Amount of Community Grant Funding Requested	<i>\$ 4,990</i>
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 checked="" type="checkbox"/>
Education and Training	<input checked="" type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input checked="" 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

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	Royal Life Saving Society SA
Group/Organisation Description	Key organisation for aquatic training and education
Group/Organisation Registered Address	Number/Street: Level 2 Adelaide Aquatic Centre, Jeffcott Road Suburb: North Adelaide Postcode: 5006
Is the Club Incorporated?	Yes
Number of Members	500
% of Membership that reside in the City of Salisbury	15 %
Project/Event Details	
Project/Event Name	New Arrival Community Program
Project/Event Summary	Aquatic Education for CALD communities
Date(s) of Project/Event	2/6/19 - 7/7/19
Location of Project/Event:	Number/Street: Kings Road (Parafield Gardens Swim School) Suburb: Parafield Gardens Postcode: 5107
How will the Project/Event benefit the residents of the City of Salisbury?	It will provide safety and education to those from diverse cultures. This will enhance their quality of life by improving confidence to participate.
How many individuals will benefit from the Project/Event?	70 ⁷⁰
% of project/event participants that reside in the City of Salisbury	15 % ¹⁰⁰
If it is an Event, is it open to the public?	No
How will the Project/Event be promoted?	Targeted Marketing

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	\$ 4,990
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Instructor in charge (1)	\$ 990
Instructors (5)	\$ 3,100
Pool Hire	\$ 900
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 4,990
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

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>RLSSA have reached out to various new migrant communities in community hub areas through Lutheran Community Care. There were multiple concerns from these individuals that they did not feel safe in water and they also do not feel they fit in to mainstream lessons. RLSSA have provided multiple programs previously for Muslim, African and Nepalese communities. These programs have been very successful as they have shown these individuals the patience and understanding that they require as they step out of their comfort zone. This program would be structured to be promoted in the local council through advertising in these community hubs. We would look to limit this program to 70 individuals so we can maintain relevant instructor ratios (1:5). This 6 week program will incorporate our Swim and Survive model with the idea of these individuals continuing to use Parafield Gardens Swim School for leisure purposes after this program has finished.</i></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> <p><i>This would benefit the participants of this program by being exposed to a local aquatic facility that can cater for their wellbeing as well as providing Learn to Swim programs for their families. It is so vital that all Australian's are exposed to water, as our aim is to bring the drowning numbers down to 0. We can use our knowledge and resources to educate these participants in education outside of the pool too.</i></p>

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

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><i>Lutheran Community Care</i> <i>Parafield Gardens Swimming Centre</i> <i>ARA (Australian Refugee Association)</i> <i>Muslim Women Association of South Australia</i></p>
<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> <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><i>RLSSA will handle all administration and management of the program. We outsource qualified and knowledgeable instructors to deliver the desired outcomes to participants and ensure that their wellbeing is improved. If the demand is there from the council and local groups, RLSSA have a sustainable model to continue to collaborate in future programs.</i></p>

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

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 Royal Life Saving Society SA (Group/Organisation)

Jayne Minear / Jake Culkin <small>(Name/Position)</small>	and	CEO / Secretary <small>(Name/Position)</small>
 <small>(Signature 1)</small>		 <small>(Signature 2)</small>
<u>21 March 2019</u> <small>(Date)</small>		<u>21 March 2019</u> <small>(Date)</small>
Contact (phone number): XXXXXXXXXX		Contact (phone number): XXXXXXXXXX

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 type="checkbox"/>	<input checked="" type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input type="checkbox"/>	<input checked="" 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.

Royal Life Saving Society SA

(Group/Organisation)

Jayne Minear

(Name/Position)

(Signature)

19 March 2021

(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

ITEM	7.2.5
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
PREV REFS	Sport, Recreation and Grants Committee 7.2.2 13/05/2019
HEADING	10/2019: Greek Pensioners Society of Salisbury & Suburbs 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 Greek Pensioners Society of Salisbury & Suburbs Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. 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 July 2019 round of Community Grants as follows:
 - a. 10/2019: Greek Pensioners Society of Salisbury & Suburbs Inc. be awarded the amount of **\$1,370.00** to assist with the purchase of **Storage Cabinets and Floor Covering** for ongoing use as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 10/2019: Greek Pensioners Society of Salisbury & Suburbs Inc. - Application
2. 10/2019: Greek Pensioners Society of Salisbury & Suburbs Inc. - Additional Information

1. BACKGROUND

- 1.1 The Greek Pensioners Society of Salisbury & Suburbs Inc. Application was received for the May 2019 round of Community Grants. The Application was incomplete and required further information.
- 1.2 The Greek Pensioners Society of Salisbury & Suburbs Inc. received \$655 in December 2016 to assist with the purchase of stackable steam chafers, pans and burner fuel for ongoing use.

2. REPORT

- 2.1 The Greek Pensioners Society of Salisbury & Suburbs Inc. Application was originally received for the May 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:
- evidence that the Committee has endorsed submission of the application was not provided;
 - The Project or Event Management section was incomplete; and
 - Signatory 1 had not ticked/checked each box acknowledging information in the submitting the Application.
- 2.2 The additional information has been received and the Greek Pensioners Society of Salisbury & Suburbs Inc. Application meets the eligibility criteria for funding consideration for the requested funding.

3. CONCLUSION / PROPOSAL

- 3.1 The Greek Pensioners Society of Salisbury & Suburbs Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

From: Toula Mimis [REDACTED]
Sent: Saturday, 13 April 2019 11:14:35 AM
To: City of Salisbury; Father Chris Tsoraklidis
Subject: City of Salisbury Community Grants Program

To Whom It May Concern,

Please find attached an application for a Community Grant for the Greek Pensioners Society Salisbury and Suburbs.

I am assisting them with the application.

Kind regards with respect

--

Toula Mimis
Volunteer Helper

file:///C:/Users/hetawa/OneDrive/Desktop/Resuming/Technical/2019/Data/Video/Tema/5 24/04/2019



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:	Greek Pensioners Society Salisbury & Suburbs (St Dimitrios)	
Address:	27 Saints Road	
Suburb:	Salisbury Plains	Postcode: 5108
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)		
Name:	Mr John Gatzopoulos	
Title (your role with the group/organisation):	President	
Address:	27 Saints Road Salisbury	
Phone:	Landline: [REDACTED]	Mobile: [REDACTED]
Email:	[REDACTED]	
3. COMMUNITY GRANT RESPONSIBILITY		
Name of Person Responsible for the Grant:	Other: Mr John Gatzopoulos	
Title (role with the group/organisation):	President	
4. GROUP / ORGANISATION MANAGEMENT DETAILS		
How is your group/organisation managed:	Management committee elected by and from among the members	
Is your organisation:		
a) Incorporated:	Yes <input type="checkbox"/> (go to question c)	No <input checked="" 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 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**

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"/> (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		
Your organisation must have its own Bank/Credit Union Account or similar		
Full Account Name: <i>Greek Pensioners Society Salisbury & Suburbs</i> <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	Branch Location: [REDACTED]
6. REFEREE INFORMATION		
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)		
Referee's Name:	<i>Father Christos Tsoraklidis</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> ----- <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input type="checkbox"/>	No <input checked="" 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 type="checkbox"/> No <input checked="" type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	\$ 0
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	\$ 0
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	\$ 0
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	\$ 0
Have you sought any other funding for the project: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" 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.?	<i>All are volunteer workers</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Floor Covering to fit 6.0x4.0 & 3.0x4.0 mtr</i>	\$ 880
<i>2 Cabinet Storage 2D Metal</i>	\$ 358
<i>1 Cabinet 2Door Titanium 900x900x450</i>	\$ 129
TOTAL (including GST):	\$ 1,367

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 type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>Storage cabinets and floor covering for office spaces</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>Pensioners meet Thursday weekly and office also used weekly by Parish</i>
Total cost of Project/Event	<i>\$ 1,367</i>
Amount of Community Grant Funding Requested	<i>\$ 1,367</i>
Is there any other information that you may feel is relevant to your application?	<p><i>Request is respectfully made for a community grant that provides parishioners and pensioners of St Dimitrios Parish of Salisbury with cabinets to store equipment for the use of the weekly requirement of the group. The benefits being that items will be stored more hygienely whilst also held neatly and not exposed whilst under lock and key also. Current floor coverings are beyond point of repair or ability to clean. For hygiene purpose new floor coverings are required installation of all will be done by pensioner volunteer labour</i></p> <p> <input type="checkbox"/> There are no relevant attachments. <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: </p> <ol style="list-style-type: none"> <i>1. Quote for Cabinets</i> <i>2. Quote for Floor Coverings</i>
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 type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input 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

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):	Believe it was around December 2016
What amount of Grant funding was provided:	\$ 654
When was the previous Grant acquitted (month & year):	I believe it was February or March 2017
Group/Organisation Information	
Group/Organisation Name	Greek Pensioners Society Salisbury & Suburbs (St Dimitrios)
Group/Organisation Description	Pensioners Entertainment get together food and bingo
Group/Organisation Registered Address	Number/Street: 27 Saints Road Suburb: Salisbury Plains Postcode: 5108
Is the Club Incorporated?	No
Number of Members	85
% of Membership that reside in the City of Salisbury	95 %
Project/Event Details	
Project/Event Name	No specific event, wkly get togethers, used by pensioners & Parishioners
Project/Event Summary	Pensioners entertainment for food and bingo and use of office & storage
Date(s) of Project/Event	Ongoing weekly
Location of Project/Event:	Number/Street: 27 Saints Road Suburb: Salisbury Plains Postcode: 5108
How will the Project/Event benefit the residents of the City of Salisbury?	Storage of equipment held in closed cabinets assist with hygiene for all. Floor coverings due to spillage etc require replacement in offices
How many individuals will benefit from the Project/Event?	85
% 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?	All Salisbury residents welcome with family, children & G/Children

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><i>Both Pensioners and Parishioners meet weekly at St Dimitrios Parish and Hall. Weekly volunteers cook food and serve at the tables then play bingo. Various items required for the weekly events are currently stored in open areas in the kitchen of the hall and the bingo wheel is kept on the stage and not stored away.</i></p> <p><i>The floor coverings in the office used by the committee due to the elderly spilling items the carpets are now in a state of absolute need of replacement.</i></p> <p><i>The Pensioners and uses of the facilities will benefit by knowing what is theirs, where it is stored and also that it is kept in a closed and healthy environment.</i></p> <p><i>The scope of the pensioners group is to bring people together particularly the elderly in a controlled and hygienic environment whereby they can talk together, share a meal together and play bingo together. Our goal with the pensioners club and retaining quality equipment, with a safe and healthy environment is to try and assist with people being able to stay longer in their own homes with minimal impacts on the resources to State and Federal Governments.</i></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> <p><i>As stated above we are trying to retain the elderly community together in love and friendship who share similar culture, faith and language.</i></p> <p><i>The group is open to all pensioners of Salisbury and Suburbs as outlined. Non Greek speaking pensioners attend the weekly meetings in order to share in the low cost food and also meet with people to play bingo.</i></p> <p><i>People can bring friends along. The facilities of the pensioners are also shared by the parishioners who after church services meet at the hall for coffee, cake and a chat prior to going home.</i></p>

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

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><i>Father Christos Tsoraklidis with the blessing of the Greek Orthodox Archdioces of Australia attends almost every Thursday the meetings of the pensioners in order to bless the meals and mix with the elderly. He supports all his parishioners tirelessly and has been the backbone of the community for 30 years supporting the pensioners as they age and ensuring he spends as much quality time with them as possible. One being his time with them most Thursday at the meets.</i></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><i>Ongoing Projects or Events</i></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><i>One-off Projects or Events</i></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>

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

- 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 Gk Pensionr Soc Salis & Sub (Group/Organisation)

John Gatzopoulos / President
(Name/Position)

and

Steve Zissopoulos / Treasurer
(Name/Position)


(Signature 1)


(Signature 2)

11-4-19
(Date)

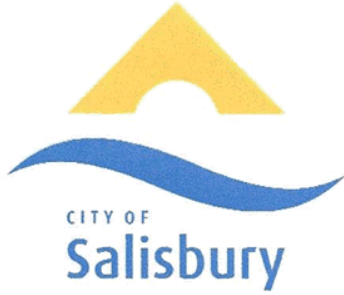
11-4-19
(Date)

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



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 type="checkbox"/>	<input checked="" 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.

Greek Pensioner Soc Salis & Sub

(Group/Organisation)

John Gatzopoulos President

(Name/Position)



(Signature)

11-4-19

(Date)

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

QUOTATION

Reference: 04473056
 Printed on Sunday, 07 April 2019

Customer Name	GEPPS CROSS/CAVAN P/P	Customer Address	.. G X
Quote Date	07/04/2019	Quote Reference	04473056
Sales Person	[REDACTED]	Customer Order No.	—

ITEM CODE	PRODUCT DESCRIPTION	QTY / LENGTH	TOTAL QTY	PRICE
HW-12937	CABINET STORAGE 2D METAL	2 EA	2.000 each	\$358.00
SS-10214	CABINET 2 DOOR TITANIUM 900X900X450	1 EA	1.000 each	\$129.00
TOTAL (inc. GST)				\$487.00

Colours

Colour availability varies in each state, please contact [REDACTED] and refer to the product colour charts on the [REDACTED] determine if a particular colour is available in your product selection.

Comments

Thank you for the opportunity to provide a quotation for your project. This quote is valid for 30 days only and will be subject to any price changes resulting from alterations to our material, labour or incidental costs. This quote is subject to [REDACTED] being able to obtain sufficient materials to complete your project.

CONDITIONS

Estimates are based on quantities taken from drawings only. [REDACTED] will not be responsible for any variations to quantity, but client will be charged at rates shown for actual requirements. Please check that the information contained herein agrees with plan and specification. The responsibility for the accuracy of the information remains at all times with the purchaser.

This quotation, and any acceptance of this quotation, is subject to our General Terms and Conditions of Sale.

[Redacted]

[Redacted]

Quotation

Date: 8-4-2019

[Redacted]

Name: St Dimitrios Telephone: [Redacted] father chris
Address: 27 Saints rd Salisbury

We thank you for giving us the opportunity to submit our quotation to supply

floorcoverings to fit 6.0 x 4.0
and 3.0 x 4.0 mtrs

\$ 880.00

Standard Allowances Include: Door Trims, Normal Working Hours & GST.

Non Included Items: Removal of Any Furniture, Any Additional Work Asked For By Yourself, Vacuuming of Floor Coverings & Unforeseen Floor Preparation.

This quotation is subject to a final check measure of the area to which floor coverings are to be installed.

Kind Regards

[Redacted Signature]

From: Toula Mimis [REDACTED]
Sent: Sunday, 9 June 2019 12:23:47 PM
To: City of Salisbury
Subject: Community Grant Application Corrections

Sorry for my delay in returning all the required information.

Please find attached your letter and our updated corrected application for the Grant for the Pensioners Group.

Kind regards with respect

--

Toula Mimis

file:///C:/Users/htayw/OneDrive/Desktop/Resuming/Technical/2019/DateValue/Temp/5 11/06/2019

GREEK PENSIONERS SOCIETY SALISBURY & SUBURBS

MINUTES OF MEETING

MEETING: Thursday 28th March 2019

START: 3.00 pm

PRESENT	John Gatzopoulos President	Steve Zissopoulos Treasurer
	Despina Souliadis Secretary	
	Theo Efthymiou Dimitra Minopoulos Eugenia Koumitzis	Georgina Ioardanidis Vasiliki Zaikis

APOLOGIES Nil

QUORUM MET Yes

1. EXTRA ORDINARY MEETING HELD

1.1 Tidy up of area required

John Gatzopoulos welcomed all and thanked all for coming together for an extra ordinary meeting.

John stated that he felt it was time to consider buying some storage cabinets for the safe keeping of items required by the pensioners weekly events.

He stated that for example the bingo wheel is kept on the stage at the hall and this causes a hazard as its in the open and someone could trip over the box it is stored.

Things such as folders, pens, books etc used for the pensioners games are stored in open areas on a bench in the kitchen. The First Aid Box is also constantly moved around and needs to be held in the once place where everyone knows where it is and stored.

The small area considered as an office people are moving in and out and there has been spillage meaning the carpet in the area is now dirty and very unhygienic. He thought that the carpet should be replaced and consider either laying new carpet or lino.

It was opened to discussion. All agreed that it would be beneficial and more hygienic and safer to have things stored in cabinets and new floor coverings to be laid in the areas required.

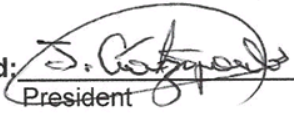
After much discussion Steve suggested that instead of asking for money from the pensioners to assist with the costs of the expense to apply for a Government Grant.

All agreed that a Grant would be applied for from the Salisbury Council and that John Gatzopoulos with one other would look for appropriate storage cabinets and floor coverings for the quotes.


Motioned: John Gatzopoulos
Seconded: Theo Efthymiou

Action: John Gatzopoulos and one other member to attain quotes and Grant to be applied for

MEETING CLOSED 4-15PM

Signed: 
President

Dated: 4th April 2019

Signed: 
Treasurer

Dated: 4th April 2019



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:	<i>Greek Pensioners Society Salisbury & Suburbs (St Dimitrios)</i>		
Address:	<i>27 Saints Road</i>		
Suburb:	<i>Salisbury Plains</i> Postcode: <i>5108</i>		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	<i>Mr John Gatzopoulos</i>		
Title (your role with the group/organisation):	<i>President</i>		
Address:	<i>27 Saints Road Salisbury</i>		
Phone:	Landline: [REDACTED] Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Other: Mr John Gatzopoulos</i>		
Title (role with the group/organisation):	<i>President</i>		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	<i>Management committee elected by and from among the members</i>		
Is your organisation:			
a) Incorporated:	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center;"> No <input checked="" type="checkbox"/> (go to question b) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question b)
Yes <input type="checkbox"/> (go to question c)	No <input checked="" 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>	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
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>Greek Pensioners Society Salisbury & Suburbs</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>Father Christos Tsoraklidis</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

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 (If Yes - Please Quote ABN) ----- (If No, the ABN Declaration Form attached must be signed)	Yes <input type="checkbox"/>	No <input checked="" 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 type="checkbox"/> No <input checked="" type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	\$ 0
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	\$ 0
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	\$ 0
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	\$ 0
Have you sought any other funding for the project: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" 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.?	<i>All are volunteer workers</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Floor Covering to fit 6.0x4.0 & 3.0x4.0 mtr</i>	\$ 880
<i>2 Cabinet Storage 2D Metal</i>	\$ 358
<i>1 Cabinet 2Door Titanium 900x900x450</i>	\$ 129
TOTAL (including GST):	\$ 1,367

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 type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>Storage cabinets and floor covering for office spaces</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>Pensioners meet Thursday weekly and office also used weekly by Parish</i>
Total cost of Project/Event	<i>\$ 1,367</i>
Amount of Community Grant Funding Requested	<i>\$ 1,367</i>
Is there any other information that you may feel is relevant to your application?	<i>Request is respectfully made for a community grant that provides parishioners and pensioners of St Dimitrios Parish of Salisbury with cabinets to store equipment for the use of the weekly requirement of the group. The benefits being that items will be stored more hygienely whilst also held neatly and not exposed whilst under lock and key also. Current floor coverings are beyond point of repair or ability to clean. For hygiene purpose new floor coverings are required installation of all will be done by pensioner volunteer labour</i>
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. <i>Quote for Cabinets</i> 2. <i>Quote for Floor Coverings</i>
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 type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input 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

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	<i>Believe it was around December 2016</i>
What amount of Grant funding was provided:	<i>\$ 654</i>
When was the previous Grant acquitted (month & year):	<i>I believe it was February or March 2017</i>
Group/Organisation Information	
Group/Organisation Name	<i>Greek Pensioners Society Salisbury & Suburbs (St Dimitrios)</i>
Group/Organisation Description	<i>Pensioners Entertainment get together food and bingo</i>
Group/Organisation Registered Address	<i>Number/Street: 27 Saints Road Suburb:Salisbury Plains Postcode: 5108</i>
Is the Club Incorporated?	<i>No</i>
Number of Members	<i>85</i>
% of Membership that reside in the City of Salisbury	<i>95 %</i>
Project/Event Details	
Project/Event Name	<i>No specific event, wkly get togethers, used by pensioners & Parishioners</i>
Project/Event Summary	<i>Pensioners entertainment for food and bingo and use of office & storage</i>
Date(s) of Project/Event	<i>Ongoing weekly</i>
Location of Project/Event:	<i>Number/Street: 27 Saints Road Suburb:Salisbury Plains Postcode: 5108</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>Storage of equipment held in closed cabinets assist with hygiene for all. Floor coverings due to spillage etc require replacement in offices</i>
How many individuals will benefit from the Project/Event?	<i>85</i>
% of project/event participants that reside in the City of Salisbury	<i>95 %</i>
If it is an Event, is it open to the public?	<i>Yes</i> <input type="checkbox"/>
How will the Project/Event be promoted?	<i>All Salisbury residents welcome with family, children & G/Children</i>

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

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>Both Pensioners and Parishioners meet weekly at St Dimitrios Parish and Hall. Weekly volunteers cook food and serve at the tables then play bingo. Various items required for the weekly events are currently stored in open areas in the kitchen of the hall and the bingo wheel is kept on the stage and not stored away.</i></p> <p><i>The floor coverings in the office used by the committee due to the elderly spilling items the carpets are now in a state of absolute need of replacement.</i></p> <p><i>The Pensioners and uses of the facilities will benefit by knowing what is theirs, where it is stored and also that it is kept in a closed and healthy environment.</i></p> <p><i>The scope of the pensioners group is to bring people together particularly the elderly in a controlled and hygienic environment whereby they can talk together, share a meal together and play bingo together. Our goal with the pensioners club and retaining quality equipment, with a safe and healthy environment is to try and assist with people being able to stay longer in their own homes with minimal impacts on the resources to State and Federal Governments.</i></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> <p><i>As stated above we are trying to retain the elderly community together in love and friendship who share similar culture, faith and language.</i></p> <p><i>The group is open to all pensioners of Salisbury and Suburbs as outlined. Non Greek speaking pensioners attend the weekly meetings in order to share in the low cost food and also meet with people to play bingo.</i></p> <p><i>People can bring friends along. The facilities of the pensioners are also shared by the parishioners who after church services meet at the hall for coffee, cake and a chat prior to going home.</i></p>

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

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.

Father Christos Tsoraklidis with the blessing of the Greek Orthodox Archdiocese of Australia attends almost every Thursday the meetings of the pensioners in order to bless the meals and mix with the elderly. He supports all his parishioners tirelessly and has been the backbone of the community for 30 years supporting the pensioners as they age and ensuring he spends as much quality time with them as possible. One, being his time with them most Thursday's at the meets.

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

*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 of buying storage cabinets are to be installed in an area where there will not be a lot of traffic and also cabinets will be under lock and key. The President with one other member to be appointed will have keys to the cabinets in order to ensure that things are stored correctly and safely.

It is proposed that either on the outside or inside (yet to be decided) there will be signage of what is held where in each shelf and cabinet so it can be seen immediately what is where, instead of opening all doors and rumaging.

Floor covering to be installed once by volunteer parishioner and to be retained clean in order to retain a hygienic environment.

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

I acknowledge that I am authorised to make this application on behalf of the Organisation.

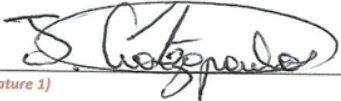
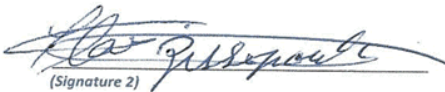
I acknowledge that the information provided in this application is true and correct.

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.

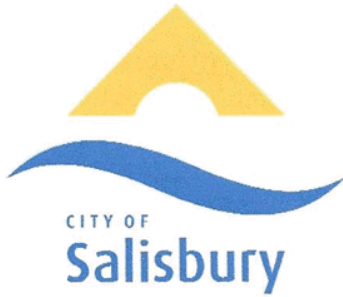
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.

On behalf of Gk Pensioner Soc Salis & Sub (Group/Organisation)

<p>John Gatzopoulos / President (Name/Position)</p> <p> (Signature 1)</p> <p><u>11-4-19</u> (Date)</p> <p>Contact (phone number): [REDACTED]</p>	and	<p>Steve Zissopoulos / Treasurer (Name/Position)</p> <p> (Signature 2)</p> <p><u>11-4-19</u> (Date)</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 type="checkbox"/>	<input checked="" 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.

Greek Pensioner Soc Salis & Sub
(Group/Organisation)

John Gatzopoulos President
(Name/Position)


(Signature)

11-4-19
(Date)

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

ITEM	7.2.6
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
PREV REFS	Sport, Recreation and Grants Committee 7.2.2 13/05/2019
HEADING	11/2019: The Association of Australian Tertiary Students from Afghanistan 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 Association of Australian Tertiary Students from Afghanistan Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. 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 July 2019 round of Community Grants as follows:
 - a. 11/2019: The Association of Australian Tertiary Students from Afghanistan Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of **venue hire, stationery, flyers, printing, catering, sewing machines, needles and threads** for the Afghan Women's Social Group as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 11/2019: The Association of Australian Tertiary Students from Afghanistan Inc. - Application
2. 11/2019: The Association of Australian Tertiary Students from Afghanistan Inc. - Additional Information

1. BACKGROUND

- 1.1 The Association of Australian Tertiary Students from Afghanistan Inc. Application was received for the May 2019 round of Community Grants. The Application was incomplete and required further information.
- 1.2 The Association of Australian Tertiary Students from Afghanistan Inc. has not received prior Community Grants Program funding.

2. REPORT

2.1 The Association of Australian Tertiary Students from Afghanistan Inc. Application was originally received for the May 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:

- the organisations address was not provided;
- a detailed, current quote was not provided from suppliers; and
- further information was requested around where the equipment will be stored for the duration of the workshops and how/where the it will be used after the project is complete.

2.2 The additional information has been received and The Association of Australian Tertiary Students from Afghanistan Inc. Application meets the eligibility criteria for the recommended funding.

3. CONCLUSION / PROPOSAL

3.1 The Association of Australian Tertiary Students from Afghanistan Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

From: Farzana Ahmadi [REDACTED]
Sent: Monday, 15 April 2019 4:00:46 PM
To: City of Salisbury
Subject: Attention: Bronwyn Hatswell

Bronwyn,

I hope this email finds you well.

I have attached an application for the City of Salisbury Community Grant on behalf of AATSA (The Association of Australian Tertiary Students from Afghanistan).

Also attached to this email you will find:

- a program proposal
- quote of expenses
- an evaluation plan
- meeting minutes

I have attached the Program Proposal as a google drive link as the file is quite large, I hope you do not mind.

In addition, expenses that did not fit into the application can be found with the quotes for expenses attachment. Hence, the total on pages 6-9 is not accurate.

Please do not hesitate to contact me if you have any questions.

Thank you!

Kind regards
Farzana Ahmadi
<https://www.aatsa.org/>

 Program Proposal Afghan Women's Social Club.pdf

file:///C:/Users/hatswe/H/AppData/Recent/Teachers/2009a/Data/Video/Tema/5 24/04/2019

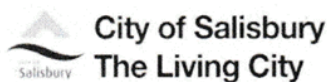


Community Grants Program

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:	<i>The Association of Australian Tertiary Students from Afghanistan AATSA</i>		
Address:	-		
Suburb:	- Postcode: -		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Ms <input checked="" type="checkbox"/> <i>Farzana Ahmadi</i>		
Title (your role with the group/organisation):	<i>Vice President</i>		
Address:	████████████████████		
Phone:	Landline: - Mobile: ██████████		
Email:	████████████████████		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Other:</i> <i>Farzana Ahmadi</i>		
Title (role with the group/organisation):	<i>Vice President</i>		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	<i>Management committee elected by members of association</i>		
Is your organisation:			
a) Incorporated:	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> 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: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
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"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:	<i>No funding sources</i>	
f) Purpose:	<i>N/A</i>	
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>The Association of Australian Tertiary Students from Afgh</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>Madina Jaffari</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 <small>(If Yes - Please Quote ABN:)</small> 5 0 3 9 3 3 0 1 0 4 7 <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.)? <i>If Yes, provide details:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	\$ 0
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	\$ 0
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	\$ 0
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	\$ 0
Have you sought any other funding for the project: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" 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.?	<i>Volunteer's labour Volunteer's time Volunteer's skills and ideas</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Venue hire</i>	\$ 1,920
<i>Pens</i>	\$ 15
<i>Pencils</i>	\$ 60
<i>General printing</i>	\$ 207
<i>Posters</i>	\$ 11
<i>Flyers</i>	\$ 19
<i>Kettle</i>	\$ 20
<i>Mugs</i>	\$ 90
TOTAL (including GST):	\$ 2,342

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 checked="" type="checkbox"/> Ongoing <input checked="" type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>Afghan Women's Social Group</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>Ongoing</i>
Total cost of Project/Event	<i>\$ 2,342</i>
Amount of Community Grant Funding Requested	<i>\$ 5,000</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>Program Proposal</i> 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 checked="" 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

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	<i>The Association of Australian Tertiary Students from Afghanistan AATS</i>
Group/Organisation Description	<i>Network for Australian students from Afghanistan</i>
Group/Organisation Registered Address	Number/Street:- Suburb: - Postcode: -
Is the Club Incorporated?	<i>Yes</i>
Number of Members	<i>35</i>
% of Membership that reside in the City of Salisbury	<i>60 %</i>
Project/Event Details	
Project/Event Name	<i>Afghan Women's Social Club</i>
Project/Event Summary	<i>To connect women of Afghan background through weekly programs</i>
Date(s) of Project/Event	<i>Ongoing - immediate start when/if grant received</i>
Location of Project/Event:	Number/Street: <i>28 Smith Road</i> Suburb: <i>Salisbury SA</i> Postcode: <i>5108</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>Encourage women of Afghan background to actively participate within the Salisbury community; integration and increasing multiculturalism</i>
How many individuals will benefit from the Project/Event?	<i>60</i> <i>Approx. 60 participants. We expect for this number to grow.</i>
% of project/event participants that reside in the City of Salisbury	<i>80 %</i>
If it is an Event, is it open to the public?	<i>Yes</i> <input type="checkbox"/>
How will the Project/Event be promoted?	<i>Social media platforms, local businesses, local media networks</i>

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	\$ 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>	
Venue hire (\$160 per month)	\$ 1,920
Pens	\$ 15
Pencils	\$ 60
Exercise Books	\$ 192
General Printing	\$ 207
Posters	\$ 11
Flyers	\$ 19
Kettle	\$ 20
Mugs	\$ 90
Projector	\$ 599
Sewing Machine	\$ 916
Flyers	\$ 19
Thread	\$ 60
Needles	\$ 12
Tea	\$ 50
Biscuits	\$ 234
Coffee	\$ 26
TOTAL (including GST):	\$ 4,450
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:

The purpose of the program is primarily to connect women of Afghan background with others who are in a similar situation. The program intends to offer a unique setting where the women are comfortable to share their experiences and support each other. It will also serve as a setting where leisure activities alongside educational programs will take place.

This program is novel in its kind, as the AATSA members are Afghan themselves, therefore it will also be bridging the cultural gap between the two generations, who are each adapted to a different upbringing and society. It is also an opportunity for AATSA members to expand their skill base and gain experience in areas such as management, community development and interpersonal skills.

Above all, the program aims to provide a safe environment for the women to meet in a social setting and lay the foundations for expanding the program to be open to all women, regardless of ethnicity and background. The program will run weekly. This was decided after survey results from the target audience demonstrated this was the most popular choice between weekly, fortnightly or monthly. We envision the workshops will be divided into 6 week modules, with each module focusing on a different skill. For example, for the first module we are planning 6 weeks of English speaking, reading and writing sessions. If we are successful in receiving funding, we may be able to extend the next module to include lessons in sewing (second most popular activity from survey results), knitting, or other activities as the women please. The standard length of the session will be set at 2 hours. The first hour will be the specific activity taking place e.g. an English writing lesson, while the second hour will be socialising and 'tea time', allowing the women to interact closely and get to know one another.

There will be two main AATSA members who will run the sessions each week for a specific module, with the assistance of a third AATSA volunteer if required. The members who run the sessions will be responsible for creating and organising the content beforehand. The specific content of each session will vary depending on the particular activity taking place. Incorporating other women of various backgrounds (not just Afghan), increasing sessions to twice a week (cater to more activities), long term economic benefits, increase branches (e.g. expand locations) and increase activities not limited to indoor environments e.g. physical and outdoor leisure activities)

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. Program Proposal
2. Meeting Minutes
- 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 women involved in the program (primarily residing in Salisbury) will receive various benefits, as the purpose of these workshops is to provide long-term skills they will be able to apply in Australian society. Depending on the set activity, they will be able to develop communication, language, networking and interpersonal skills. Their mutual background as refugee women from underdeveloped countries, will allow for these women to create a platform for self-empowerment and independence-building in their own capabilities, pushing them to participate and fully immerse themselves into Australian society and in due time, the workforce. In turn, the wider Australian community will be given the opportunity to be enriched through understanding, adopting and adding elements of the Afghan culture to their own. Thus, it is a two-way process, whereby both communities gain from the other. Furthermore, many of these women spend a large proportion of their time at home, as they are housewives and do not find much reason in leaving the house. This can have detrimental effects on their social skills as well as mental health. This program would provide these women a space and time to simply enjoy each others company and make new friends; a basic but vital component involved in integrating and adapting to a new environment and society. Seeing as the youth and the elders have grown up in different societies, there is also growing concern around the increasing gap between the two generations. This program would allow both to come and work together, thereby working towards closing the gap. *please see attached Program Proposal for more details**

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.

The project is supported by several individuals and groups including:

The Afghan/Australian Community

Women of the Afghan community, a large proportion residing in Salisbury, have demonstrated interest towards the program through a survey (41 women have already expressed interest).

AATSA

A student association consisting of a team ready to enthusiastically volunteer for and run the program.

Community Futures Network

A not-for-profit initiative that has demonstrated continuous guidance to help enable AATSA create a program which will allow our audience to have access to quality education. Likewise, members of the network have helped AATSA discover other networks which will help us develop the program.

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

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)

In the distant future, there will continue to be key volunteers from AATSA who will run the sessions each week. These volunteers may be different to the past volunteers and may choose to volunteer in rotation if required. However, if new volunteers are introduced, they will receive thorough training from previous volunteers, and likewise, ensure all members hold the best of ethics, teaching and respect towards all. Due to the incredible enthusiasm displayed from the team at AATSA towards the program, there will always be an adequate number of volunteers available.

For the long-term, the program intends to incorporate women of various backgrounds (not just afghan), increasing sessions to twice a week (cater to more activities), increasing long term economic benefits, branches (e.g. expand locations) and increase activities not limited to indoor environments e.g. physical and outdoor leisure activities).

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.

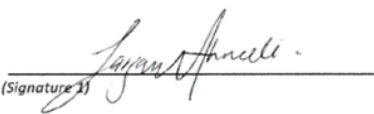
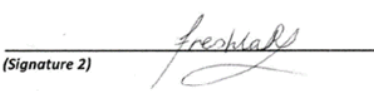
I acknowledge that the information provided in this application is true and correct.

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 AATSA _____ (Group/Organisation)

Farzana Ahmadi / Vice President <small>(Name/Position)</small>	and	Freshta Rahimi / President <small>(Name/Position)</small>
 <small>(Signature 1)</small>		 <small>(Signature 2)</small>
<u>14 April 2019</u> <small>(Date)</small>		<u>14 April 2019</u> <small>(Date)</small>
Contact (phone number): XXXXXXXXXX		Contact (phone number): XXXXXXXXXX

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

EXPENSES	BUSINESS	COST	QUANTITY	TOTAL	DATE
Venue Hire	Salisbury East Neighbourhood Centre	Hall Hire: \$20 per/hour \$160 per/month	\$160 x 12 months	\$1920	12.04.2019
Pens (J.Burrows Ballpoint)	Officeworks	\$2.50	6 (10 per pack)	\$15	12.04.2019
Pencils (Studymate HB Graphite)	Officeworks	\$2.50	20 (3 per pack)	\$60	12.04.2019
Exercise Book (Studymate Premium A4 96 page)	Officeworks	\$1.60	120	\$192	12.04.2019
General Printing (A4 Colour)	Officeworks	0.69c	300	\$207	12.04.2019
Posters (A4 Colour)	Officeworks	0.69c	15	\$11	12.04.2019
Flyers (A5 Colour Single sided)	Officeworks	\$19	1 (50 per pack)	\$19	12.04.2019
Kettle (1.7L Stainless Steel)	Kmart	\$20	1	\$20	12.04.2019
Mugs (Porcelain)	Kmart	\$1.50	60	\$90	12.04.2019
Projector (Epson EB-S41)	JB-HIFI	\$599	1	\$599	14.04.2019
Sewing Machine (Husqvarna E20)	Spotlight	\$229	4	\$916	12.04.2019
Thread	Spotlight	\$30	2	\$60	12.04.2019
Needle (Birch Tapestry)	Spotlight	\$6	2 (6 per pack)	\$12	12.04.2019
Tea (Dilmah)	Woolworths	\$12.50	4 (300 per pack)	\$50	14.04.2019



Biscuits (Arnott's Classic)	Woolworths	\$4.50	52	\$234	14.04.2019
Sugar (Essentials 2kg)	Woolworths	\$1.79	1	\$2	14.04.2019
Coffee (Moccona 200g)	Woolworths	\$13	2	\$26	14.04.2019
Milk (Full Cream Long-life)	Woolworths	\$1	10	\$10	14.04.2019
Fabric (Polyester)	Spotlight	\$300	\$20 per metre \$20 x 20 metres	\$400	14.04.2019



TOTAL = \$4,843

**City of Salisbury Community Grant
AATSA - The Association of Australian Tertiary Students from Afghanistan
Itemised Breakdown of Costs: Quotes**

- * Total has been rounded to the closest dollar
- * Expenses cater for 60 people
- * Expenses for a 12-month period

AATSA Executive Team Meeting 20/03/2019

03/20/2019 12:00 PM - 1:00 PM ACDT, The University of Adelaide

AATSA AATSA. Absentees: None.

MINUTES

1. Nowruz

AATSA AATSA

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

2. Women's Workshops

AATSA AATSA

- Finish proposal.
- Send proposal to the Minister for Women.
- Send proposal to the Minister for Multicultural Affairs.

Page 1 of 4

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M notes for AATSA Executive Team Meeting 20/03/2019 on 03/20/2019 12:00 PM ACDT

- Reach out to NGOs regarding partnerships and resources for the workshops.
- First workshop deadline: early May.
- Farzana to reach out to City of Salisbury (and possibly other surrounding councils) regarding a location we can use.
- Azim to look into grants within local council areas and through NGOs.
- Executive team decision to apply for the City of Salisbury Community Grant

3. Writing Competition

AATSA AATSA

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Charity money, Bez?

4. Eid/Iftaari

AATSA AATSA

- [REDACTED]
- [REDACTED]
- [REDACTED]

M notes for AATSA Execut ve Team Meet ng 20/03/2019 on 03/20/2019 12:00 PM ACDT

[Redacted]

- [Redacted]

5. Conference

AATSA AATSA

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

6. Miscellaneous

AATSA AATSA

Soccer Tournament

- [Redacted]
- [Redacted]

Things to do:

- [Redacted]
- [Redacted]

Page 3 of 4

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M notes for AATSA Executive Team Meeting 20/03/2019 on 03/20/2019 12:00 PM ACDT

- [REDACTED]
- [REDACTED]
- [REDACTED]

DOCUMENTS

The following documents have been attached to this meeting:

[REDACTED] AATSA AATSA

ACTION ITEMS

The following action items have been created from this meeting:

[REDACTED]

The following action items are still incomplete from previous meetings:

[REDACTED]





**City of Salisbury Community Grant
AATSA - The Association of Australian Tertiary Students from Afghanistan
Evaluation Plan**

- Was the project or event worthwhile?
- Are there better alternatives?
- Were there any unintended outcomes?
- Were the project or event goals appropriate?
- Were the project or event goals useful?
- How could the project or event have been improved?
- How many people benefited from the project or event?
- Did the project or event meet its objective?
- What are the project successes?

AFGHAN WOMEN'S SOCIAL CLUB



PROGRAM PROPOSAL

AATSA

www.aatsa.org



The Association of Australian Tertiary Students from Afghanistan (AATSA) aims to promote education and provide opportunities for growth and development of individuals through organising a variety of educational and social events.

AATSA was founded in 2008 and over the past 10 years has become one of the most recognised and well established Afghan Australian organisations within the country.

Traditionally catering to students and professionals, this year the team has decided to reach out to the community and run a series of workshops based around helping women of Afghan background integrate into Australian society. We believe we can help break down the barriers to integration that these women face, especially the societal and cultural differences.

We hope this new model of young people actively working towards solving this issue will encourage more participants to get on-board, especially as we have an intimate understanding of their background and problems they face.



The purpose of the program is primarily to connect women of Afghan background with others who are in a similar situation. The program intends to offer a unique setting where the women are comfortable to share their experiences and support each other. It will also serve as a setting where leisure activities alongside educational programs will take place.

Many of these women spend a large proportion of their time at home, as they are housewives and do not find much reason in leaving the house. This can have detrimental effects on their social skills as well as mental health. This program would provide these women a space and time to simply enjoy each other's company and make new friends; a basic but vital component involved in integrating and adapting to a new environment and society.

This program is novel in its kind, as the AATSA members are Afghan themselves, therefore it will also be bridging the cultural gap between the two generations, who are each adapted to a different upbringing and society.

Above all, the program aims to provide a safe environment for the women to meet in a social setting and lay the foundations for expanding the program to be open to all women, regardless of ethnicity and background.



In order to get an understanding of whether there is a need for such a program, we conducted a survey of **44 women** of Afghan background. **41 out of the 44** survey participants stated that they would be interested in attending **regular 2-hour sessions** to help them gain skills and have an opportunity to socialise with women of similar background.

Learning English and having **tea/social sessions** were the two most popular choices of activities, followed closely by **cooking classes** and **learning how to fill out commonly used forms**. The two most popular locations were around the **Prospect** area and further north around **Salisbury**, with a **morning session** being the preferred choice of time.

This program is aimed mainly at women between the ages of 30 to 60 years old who are of Afghan background, born overseas and have migrated to Australia within the last 20 years. Most of these women have had limited formal education and are mainly housewives.

We hope to have participant numbers averaging around 20 - 30 women per workshop.



The workshops will run weekly, as this was the most popular choice from the survey.

Currently, we envision the workshops will be divided into 6 week modules, with each module focusing on a different skill. For example, for the first module we are planning will be 6 weeks of English speaking, reading and writing sessions.

If we are successful in receiving funding, we may be able to extend the next module to include lessons in sewing (second most popular activity from survey results), knitting, or other activities as the women please. Part of the funding can be allocated for bringing in external experts to help with the workshops, for example in the case of teaching English.

Although the length of each session may vary slightly depending on a number of factors, the standard length of the session will be set at 2 hours. The first hour will be the specific activity taking place, for example an English writing lesson, while the second hour will be socialising and 'tea time', allowing the women to interact closely and get to know one another.



EXPECTED OUTCOMES FOR PARTICIPANTS

The women involved in the program will receive various benefits, as the purpose of these workshops is to provide them with life-long skills they will be able to use in Australian society. Depending on the particular activities they take part in, they will be able to develop their communication, language, networking and interpersonal skills.

Considering these women are of refugee background from underdeveloped countries, they will also gain a deeper sense of women empowerment and self-belief in their own capabilities, pushing them to participate and fully immerse themselves into Australian society and the workforce.

Seeing as the youth and the elders have grown up in different societies, there is also growing concern around the increasing gap between the two generations. This program would allow both to come and work together, thereby working towards closing the gap.

The AATSA team members will be responsible for carrying out the programs for the women which will in turn allow them to develop their own skills. They will have to demonstrate patience, interpersonal and communication skills, as well cultural sensitivity, considering there is a generational and cultural gap.



In turn, the wider Australian community will be given the opportunity to be enriched through understanding, adopting and adding elements of the Afghan culture to their own. Thus, it is a two-way process, whereby both communities gain from the other.

By allowing women of refugee background to gain the skills outlined above, they will develop the confidence to volunteer and/or begin working amongst other Australians sooner and thus, will be contributing to the wider Australian society at a more accelerated rate. This will have a beneficial long-term economic impact for the state. This program may even be considered a more efficient and streamlined program than another of its sort, as the program will be delivered by individuals with an intimate understanding of the target demographic, and thus is more likely to produce expected outcomes.

Moreover, such a program would be a driving force in changing the public perception of refugee women in particular, who are often stereotyped as skill lacking, unemployed and uneducated. By changing such perceptions, Australians of all backgrounds will be able to connect and get along better, allowing multiculturalism to thrive.

FUNDING AND PROGRAM BUDGET

From survey results, it is evident the Salisbury area is the most accessible and closest location for the majority of the women interested in taking part in these workshops. Therefore, AATSA requires a location similar to a community centre, which would ideally be in or around Salisbury or the surrounding suburbs.

An extra room for a kids play area and kitchen facilities would be really helpful as well. There are many women who have trouble with transport as they do not have their license, hence a location is required where there is easy public transport access.

For the weekly programs, the following items are needed for productive sessions; whiteboard and markers, stationery (writing books, pens, paper), projector, sewing machine, sewing materials such as threads, needles, fabric etc, and tea break facilities such as tea, plastic plates, cups and cutlery.

Depending on a number of things, the costs for each workshop will vary. If we are able to secure a location for free or at a reduced rate, that will be the biggest cost saving. AATSA is budgeting \$100 per workshop that is expected to be spent on preparation and items for that particular session, such as the items outlined above.

TIMELINE AND FUTURE GOALS

April (early): Begin planning the sessions and content, as well as organising and formulating team/supervisors.

April (ending): Begin marketing/promoting.

May (early): Run first trial sessions.

May (ending): Workshops formally commence.

Short term goals: English class module for 6 weeks, 2 week break, sewing sessions for 6 weeks, 2 week break, continue cycle with next most popular activity. Run sessions throughout whole year.

Long term goals: Incorporating other women of various backgrounds (not just Afghan), increasing sessions to twice a week (catering to more activities), increasing number of locations to make it accessible to more women and including more activities that are not limited to indoor environments.

From: Farzana Ahmadi [REDACTED]
Sent: Tuesday, 14 May 2019 9:01:39 PM
To: City of Salisbury
Subject: Attention: Bronwyn Hatswell

Bronwyn,

I hope this email finds you well.

This email is in response to the letter in regards to your request for "further written information" (organisation address, current quote and storage of equipment). I have made a few edits in a few other sections too.

I have attached the updated application for the City of Salisbury Grant on behalf of AATSA (The Association of Australian Tertiary Students from Afghanistan).

Also attached to this email you will find:

- a program proposal
- quote of expenses
- an evaluation plan
- meeting minutes

Once again, the Program Proposal is attached as a google drive link as the file is quite large.

 [Program Proposal Afghan Women's Social Club.pdf](#)

In addition, the application would not allow for me to display a total for expenses, so please note that this came to \$1498 (this can be found in the 'quote of expenses attachment').

Please do not hesitate to contact me if you have any questions.

Thank you!

Kind regards
Farzana Ahmadi
<https://www.aatsa.org/>

E:\C:\Users\khatwaj\AppData\Roaming\Thunderbolt\2019\Date\Date\Temp\5 20/05/2019



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:	The Association of Australian Tertiary Students from Afghanistan		
Address:	[REDACTED]		
Suburb:	Salisbury Downs Postcode: 5108		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Ms Farzana Ahmadi		
Title (your role with the group/organisation):	Vice President		
Address:	[REDACTED]		
Phone:	Landline: - Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Other:</i> Farzana Ahmadi		
Title (role with the group/organisation):	Vice President		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	Management committee elected by members of association		
Is your organisation:			
a) Incorporated:	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center;"> 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: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
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

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"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:	No funding sources	
f) Purpose:	N/A	
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: The Association of Australian Tertiary Students from Af <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:	Madina Jaffari	
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> 5 0 3 9 3 3 0 1 0 4 7 <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"/> <i>(enter '0' dollar amounts below)</i>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	0
Organisation's contribution:	0
Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i>	0
Income received from sponsors: <i>(list sponsor(s) and their contribution)</i>	0
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	0
Have you sought any other funding for the project: <i>(please specify the source and amount of funding requested)</i>	<input type="checkbox"/> Yes <input checked="" 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 <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
Venue Hire (\$120 a month)	1440
Pens	15
Pencils	60
Exercise Books	96
General Printing	\$143
Flyers	\$19
Sewing Machines	\$458
Thread	60
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 type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input checked="" type="checkbox"/> New Group
Name of Project/Event Requiring Funding	Afghan Women's Social Group
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	Ongoing
Total cost of Project/Event	\$ 0
Amount of Community Grant Funding Requested	2500
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. Program Proposal 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 checked="" 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

Grant Money Requested	
Amount Requested	\$ 0
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Venue Hire	\$ 1440
Pens	\$ 15
Pencils	\$ 60
Exercise Books	\$ 96
General Printing	\$ 143
Flyers	\$ 19
Sewing Machines	\$ 458
Thread	\$ 60
Needle	\$ 12
Tea	\$ 13
Biscuits	\$ 144
Sugar	\$ 2
Coffee	\$ 26
Milk	\$ 10
	\$
	\$
	\$
TOTAL (including GST):	\$ 0
Quote Attached: <i>A detailed, current quote <u>must be provided</u> 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
<p><i>Provide a description of the proposed project or event:</i> The purpose of the program is primarily to connect women of Afghan background with others who are in a similar situation. The program intends to offer a unique setting where the target audience is comfortable to share their experiences and</p>
<p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input checked="" type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. Program Proposal 2. Meeting Minutes 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> The women involved in the program will receive various benefits, as the purpose of these workshops is to provide long-term skills they will be able to apply in Australian society. Depending on the set activity, they will be able to develop communication, language, networking and interpersonal skills. Their mutual background as refugee women from underdeveloped countries, will allow for these women to create a platform for self-empowerment and independence-building in their own capabilities, pushing them to participate and fully immerse themselves into Australian society and in due time, the workforce. In turn, the wider Australian community will be given the opportunity to be enriched through understanding, adopting and adding elements of the Afghan culture to their own. Thus, it is a two-way process, whereby both communities</p>

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

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.

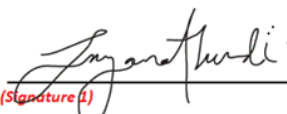
I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.

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 AATSA (Group/Organisation)

Farzana Ahmadi / Vice President

(Name/Position)



(Signature 1)

14 May 2019

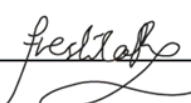
(Date)

Contact (phone number): [REDACTED]

and

Freshta Rahimi / President

(Name/Position)



(Signature 2)

14 May 2019

(Date)

Contact (phone number): [REDACTED]

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 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

AATSA Executive Team Meeting 20/03/2019

03/20/2019 12:00 PM - 1:00 PM ACDT, The University of Adelaide

AATSA AATSA. Absentees: None.

MINUTES

1. Nowruz

AATSA AATSA

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

2. Women's Workshops

AATSA AATSA

- Finish proposal.
- Send proposal to the Minister for Women.
- Send proposal to the Minister for Multicultural Affairs.

Page 1 of 4

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M notes for AATSA Executive Team Meeting 20/03/2019 on 03/20/2019 12:00 PM ACDT

- Reach out to NGOs regarding partnerships and resources for the workshops.
- First workshop deadline: early May.
- Farzana to reach out to City of Salisbury (and possibly other surrounding councils) regarding a location we can use.
- Azim to look into grants within local council areas and through NGOs.
- Executive team decision to apply for the City of Salisbury Community Grant

3. Writing Competition

AATSA AATSA

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

4. Eid/Iftaari

AATSA AATSA

- Date: 4 June 2019
- [REDACTED]
- [REDACTED]

M notes for AATSA Executive Team Meeting 20/03/2019 on 03/20/2019 12:00 PM ACDT

[Redacted]

- [Redacted]

5. Conference

AATSA AATSA

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

6. Miscellaneous

AATSA AATSA

Soccer Tournament

- [Redacted]
- [Redacted]

Things to do:

- [Redacted]
- [Redacted]

Page 3 of 4

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M notes for AATSA Execut ve Team Meet ng 20/03/2019 on 03/20/2019 12:00 PM ACDT

- [REDACTED]
- [REDACTED]
- [REDACTED]

DOCUMENTS

The following documents have been attached to this meeting:

[REDACTED] AATSA AATSA

ACTION ITEMS

The following action items have been created from this meeting:

[REDACTED]

The following action items are still incomplete from previous meetings:

[REDACTED]





**City of Salisbury Community Grant
AATSA - The Association of Australian Tertiary Students from Afghanistan
Evaluation Plan**

- Was the project or event worthwhile?
- Are there better alternatives?
- Were there any unintended outcomes?
- Were the project or event goals appropriate?
- Were the project or event goals useful?
- How could the project or event have been improved?
- How many people benefited from the project or event?
- Did the project or event meet its objective?
- What are the project successes?

Item 7.2.6 - Attachment 2 - 11/2019: The Association of Australian Tertiary Students from Afghanistan Inc. - Additional Information



EXPENSES	BUSINESS	COST	QUANTITY	TOTAL	DATE
Venue Hire	Salisbury East Neighbourhood Centre	Hall Hire: \$15 per/hour \$120 per/month	(2 hour hire) \$120 x 12 months	\$1440	12.04.2019
Pens (J.Burrows Ballpoint)	Officeworks	\$2.50	6 (10 per pack)	\$15	12.04.2019
Pencils (Studymate HB Graphite)	Officeworks	\$2.50	20 (3 per pack)	\$60	12.04.2019
Exercise Book (Studymate Premium A4 96 page)	Officeworks	\$1.60	60	\$96	12.04.2019
General Printing (A4 Colour)	Officeworks	0.69c	200	\$143	12.04.2019
Flyers (A5 Colour Single sided)	Officeworks	\$19	1 (50 per pack)	\$19	12.04.2019
Sewing Machine (Husqvarna E20)	Spotlight	\$229	2	\$458	12.04.2019
Thread	Spotlight	\$30	2	\$60	12.04.2019
Needle (Birch Tapestry)	Spotlight	\$6	2 (6 per pack)	\$12	12.04.2019
Tea (Dilmah)	Woolworths	\$12.50	1 (300 per pack)	\$13	14.04.2019
Biscuits (Arnott's Classic)	Woolworths	\$4.50	32	\$144	14.04.2019
Sugar (Essentials 2kg)	Woolworths	\$1.79	1	\$2	14.04.2019
Coffee (Moccona 200g)	Woolworths	\$13	1	\$26	14.04.2019
Milk (Full Cream Long-life)	Woolworths	\$1	6	\$10	14.04.2019



TOTAL = \$2,498

**City of Salisbury Community Grant
AATSA - The Association of Australian Tertiary Students from Afghanistan
Itemised Breakdown of Costs: Quotes**

- * Total has been rounded to the closest dollar
- * Expenses cater for 60 people
- * Expenses for a 12-month period

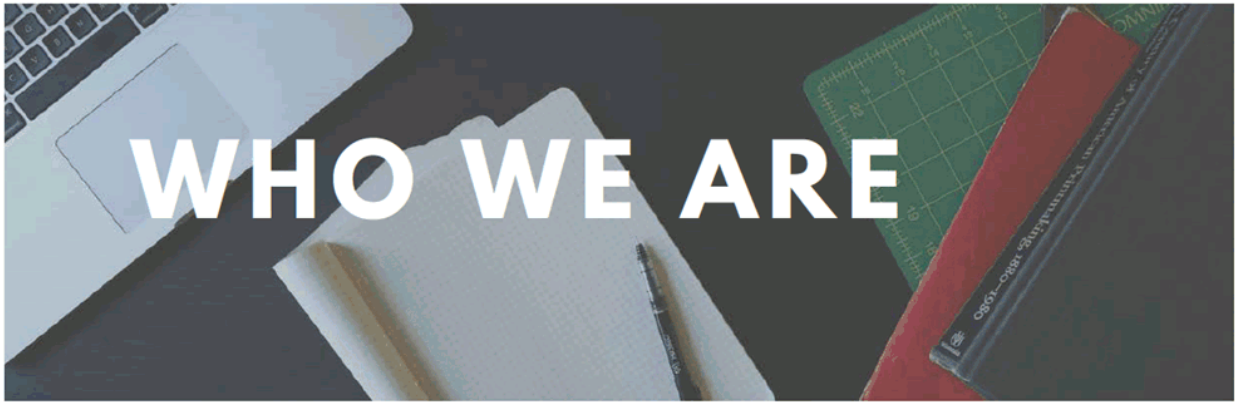
AFGHAN WOMEN'S SOCIAL CLUB



PROGRAM PROPOSAL

AATSA

www.aatsa.org



The Association of Australian Tertiary Students from Afghanistan (AATSA) aims to promote education and provide opportunities for growth and development of individuals through organising a variety of educational and social events.

AATSA was founded in 2008 and over the past 10 years has become one of the most recognised and well established Afghan Australian organisations within the country.

Traditionally catering to students and professionals, this year the team has decided to reach out to the community and run a series of workshops based around helping women of Afghan background integrate into Australian society. We believe we can help break down the barriers to integration that these women face, especially the societal and cultural differences.

We hope this new model of young people actively working towards solving this issue will encourage more participants to get on-board, especially as we have an intimate understanding of their background and problems they face.



The purpose of the program is primarily to connect women of Afghan background with others who are in a similar situation. The program intends to offer a unique setting where the women are comfortable to share their experiences and support each other. It will also serve as a setting where leisure activities alongside educational programs will take place.

Many of these women spend a large proportion of their time at home, as they are housewives and do not find much reason in leaving the house. This can have detrimental effects on their social skills as well as mental health. This program would provide these women a space and time to simply enjoy each other's company and make new friends; a basic but vital component involved in integrating and adapting to a new environment and society.

This program is novel in its kind, as the AATSA members are Afghan themselves, therefore it will also be bridging the cultural gap between the two generations, who are each adapted to a different upbringing and society.

Above all, the program aims to provide a safe environment for the women to meet in a social setting and lay the foundations for expanding the program to be open to all women, regardless of ethnicity and background.



TARGET DEMOGRAPHIC

In order to get an understanding of whether there is a need for such a program, we conducted a survey of **44 women** of Afghan background. **41 out of the 44** survey participants stated that they would be interested in attending **regular 2-hour sessions** to help them gain skills and have an opportunity to socialise with women of similar background.

Learning English and having **tea/social sessions** were the two most popular choices of activities, followed closely by **cooking classes** and **learning how to fill out commonly used forms**. The two most popular locations were around the **Prospect** area and further north around **Salisbury**, with a **morning session** being the preferred choice of time.

This program is aimed mainly at women between the ages of 30 to 60 years old who are of Afghan background, born overseas and have migrated to Australia within the last 20 years. Most of these women have had limited formal education and are mainly housewives.

We hope to have participant numbers averaging around 20 - 30 women per workshop.



The workshops will run weekly, as this was the most popular choice from the survey.

Currently, we envision the workshops will be divided into 6 week modules, with each module focusing on a different skill. For example, for the first module we are planning will be 6 weeks of English speaking, reading and writing sessions.

If we are successful in receiving funding, we may be able to extend the next module to include lessons in sewing (second most popular activity from survey results), knitting, or other activities as the women please. Part of the funding can be allocated for bringing in external experts to help with the workshops, for example in the case of teaching English.

Although the length of each session may vary slightly depending on a number of factors, the standard length of the session will be set at 2 hours. The first hour will be the specific activity taking place, for example an English writing lesson, while the second hour will be socialising and 'tea time', allowing the women to interact closely and get to know one another.

EXPECTED OUTCOMES FOR PARTICIPANTS

The women involved in the program will receive various benefits, as the purpose of these workshops is to provide them with life-long skills they will be able to use in Australian society. Depending on the particular activities they take part in, they will be able to develop their communication, language, networking and interpersonal skills.

Considering these women are of refugee background from underdeveloped countries, they will also gain a deeper sense of women empowerment and self-belief in their own capabilities, pushing them to participate and fully immerse themselves into Australian society and the workforce.

Seeing as the youth and the elders have grown up in different societies, there is also growing concern around the increasing gap between the two generations. This program would allow both to come and work together, thereby working towards closing the gap.

The AATSA team members will be responsible for carrying out the programs for the women which will in turn allow them to develop their own skills. They will have to demonstrate patience, interpersonal and communication skills, as well cultural sensitivity, considering there is a generational and cultural gap.



EXPECTED OUTCOMES FOR THE COMMUNITY

In turn, the wider Australian community will be given the opportunity to be enriched through understanding, adopting and adding elements of the Afghan culture to their own. Thus, it is a two-way process, whereby both communities gain from the other.

By allowing women of refugee background to gain the skills outlined above, they will develop the confidence to volunteer and/or begin working amongst other Australians sooner and thus, will be contributing to the wider Australian society at a more accelerated rate. This will have a beneficial long-term economic impact for the state. This program may even be considered a more efficient and streamlined program than another of its sort, as the program will be delivered by individuals with an intimate understanding of the target demographic, and thus is more likely to produce expected outcomes.

Moreover, such a program would be a driving force in changing the public perception of refugee women in particular, who are often stereotyped as skill lacking, unemployed and uneducated. By changing such perceptions, Australians of all backgrounds will be able to connect and get along better, allowing multiculturalism to thrive.

FUNDING AND PROGRAM BUDGET

From survey results, it is evident the Salisbury area is the most accessible and closest location for the majority of the women interested in taking part in these workshops. Therefore, AATSA requires a location similar to a community centre, which would ideally be in or around Salisbury or the surrounding suburbs.

An extra room for a kids play area and kitchen facilities would be really helpful as well. There are many women who have trouble with transport as they do not have their license, hence a location is required where there is easy public transport access.

For the weekly programs, the following items are needed for productive sessions; whiteboard and markers, stationery (writing books, pens, paper), projector, sewing machine, sewing materials such as threads, needles, fabric etc, and tea break facilities such as tea, plastic plates, cups and cutlery.

Depending on a number of things, the costs for each workshop will vary. If we are able to secure a location for free or at a reduced rate, that will be the biggest cost saving. AATSA is budgeting \$100 per workshop that is expected to be spent on preparation and items for that particular session, such as the items outlined above.



TIMELINE AND FUTURE GOALS

April (early): Begin planning the sessions and content, as well as organising and formulating team/supervisors.

April (ending): Begin marketing/promoting.

May (early): Run first trial sessions.

May (ending): Workshops formally commence.

Short term goals: English class module for 6 weeks, 2 week break, sewing sessions for 6 weeks, 2 week break, continue cycle with next most popular activity. Run sessions throughout whole year.

Long term goals: Incorporating other women of various backgrounds (not just Afghan), increasing sessions to twice a week (catering to more activities), increasing number of locations to make it accessible to more women and including more activities that are not limited to indoor environments.

From: Farzana Ahmadi [REDACTED]
Sent: Wednesday, 26 June 2019 2:05:01 PM
To: City of Salisbury
Subject: Attention: Bronwyn Hatswell

Bronwyn,

I hope this email finds you well.
I have successfully received your letter requesting further information regarding AATSA's Grant Application.
In case the letter does not reach the City of Salisbury, please find attached a copy of the letter.

Feel free to contact me if you have any questions.

Kind regards,

Farzana Ahmadi
Vice President

P: [REDACTED]
E: [REDACTED]

File:///C:/Users/Hatswell/AppData/Local/Temp/Taskbar/2019/DateWdr/Temp/5 27/06/2019



24 June 2019

City of Salisbury
PO Box 8
Salisbury SA 5108
Australia

Community Grants Program Officer,

RE: COMMUNITY GRANT APPLICATION

I am writing this letter in response to the City of Salisbury's request for a detailed, current quote for all items requesting grant funding. In addition, information on where the relevant equipment will be stored for the duration of the workshops and how/where it will be used after the project is complete (e.g. sewing machines).

Please find attached to this letter a copy of the current quotes AATSA has compiled for the items required for the Afghan Women's Social Club. The expenses cater for approximately 60 participants. AATSA has searched and studied the most suitable items at a cost-efficient price. Please find the quote AATSA has attained from each provider under 'cost', 'quantity' and 'total'. The quote and expenses have been totalled to suit for a 12 month period.

AATSA is currently in contact with Pooraka Farm Community Centre. Pooraka Farm Community Centre has demonstrated their support towards the program and have offered to help run the program in their space. The equipment utilised for the program will be stored at the Pooraka Farm Community Centre throughout the duration of the workshops and after the workshops. Considering the program will be ongoing, all equipment will remain at the Community Centre.

If the program is to come to a close, AATSA will return all equipment to the City of Salisbury. Under such circumstances, AATSA hopes the equipment will be utilised by other community centres within the City of Salisbury area.

Please contact me if you have any further questions in regards to the Grant Application and Program.

Kind regards,

Farzana Ahmadi
Vice President

AATSA

ph: [REDACTED]

e: [REDACTED]



EXPENSES	BUSINESS	COST	QUANTITY	TOTAL	DATE
Venue Hire	Salisbury East Neighbourhood Centre	Hall Hire: \$15 per/hour \$120 per/month	(2 hour hire) \$120 x 12 months	\$1440	12.04.2019
Pens (J.Burrows Ballpoint)	Officeworks	\$2.50	6 (10 per pack)	\$15	12.04.2019
Pencils (Studymate HB Graphite)	Officeworks	\$2.50	20 (3 per pack)	\$60	12.04.2019
Exercise Book (Studymate Premium A4 96 page)	Officeworks	\$1.60	60	\$96	12.04.2019
General Printing (A4 Colour)	Officeworks	0.69c	200	\$143	12.04.2019
Flyers (A5 Colour Single sided)	Officeworks	\$19	1 (50 per pack)	\$19	12.04.2019
Sewing Machine (Husqvarna E20)	Spotlight	\$229	2	\$458	12.04.2019
Thread	Spotlight	\$30	2	\$60	12.04.2019
Needle (Birch Tapestry)	Spotlight	\$6	2 (6 per pack)	\$12	12.04.2019
Tea (Dilmah)	Woolworths	\$12.50	1 (300 per pack)	\$13	14.04.2019
Biscuits (Arnott's Classic)	Woolworths	\$4.50	32	\$144	14.04.2019
Sugar (Essentials 2kg)	Woolworths	\$1.79	1	\$2	14.04.2019
Coffee (Moccona 200g)	Woolworths	\$13	1	\$26	14.04.2019
Milk (Full Cream Long-life)	Woolworths	\$1	6	\$10	14.04.2019



Officeworks Checkout



How would you like to receive these items?

Deliver to Door

Click & Collect

Your order will be delivered to:

Salisbury, 5108

[Change suburb](#)



Studymate Premium A4 Exercise Book 96 Page
SMPEBA496

\$95.40
(Unit Price: \$1.59)

Quantity 60



Studymate HB Graphite Pencils 3 Pack
SM3PKTRCHB

\$49.80
(Unit Price: \$2.49)

Quantity 20



J.Burrows Ballpoint Pens Blue 10 Pack
JBAA1151BE

\$15.00
(Unit Price: \$2.50)

Quantity 6

Estimated delivery on Friday, June 28, 2019.



Document Prints

\$138.00

Print & Copy - See individual items for dispatch times.


A4CL1PRNT1

<https://www.officeworks.com.au/webapp/wcs/stores/servlet/AjaxOrderItemDisplayView?catalogId=10551&langId=-1&storeId=10151&krypto=20uj...> 1/3

Item 7.2.6 - Attachment 2 - 11/2019: The Association of Australian Tertiary Students from Afghanistan Inc. - Additional Information

Officeworks Checkout

Quantity 200


 **Estimated delivery in 3-7 business days ***
 A4CL1PRNT1 x 200 = \$138.00










Standard Flyers
 FA5S150H1
 PHFLPPRESS

\$19.00

Quantity 1

 **Estimated delivery in 4-8 business days ***
 FA5S150H1 x 1 = \$19.00

Sub Total (incl. GST)	\$317.20
GST	\$28.83
Total Estimated Delivery Charges	FREE
Total (incl. GST)	\$317.20
We accept:       	

Items Related To Your Cart

<https://www.officeworks.com.au/webapp/wcs/stores/servlet/AjaxOrderItemDisplayView?catalogId=10551&langId=-1&storeId=10151&krypto=20uj...> 2/3

Husqvarna E20 Sewing Machine



[Back to Sewing Machines](#)

Husqvarna E20 Sewing Machine White

[Login to rate](#)



\$400



<https://www.spotlightstores.com/sewing-fabrics/sewing-equipment/sewing-machines/husqvarna-e20-sewing-machine/BP80307855>

1/3

Gutermann Thread Set with 40 Prym Pearl Pins



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Gutermann Thread Set with 40 Prym Pearl Pins Multicoloured

[Login to rate](#)



\$30



<https://www.spotlightstores.com/sewing-fabrics/haberdashery/sewing-threads/gutermann-thread-set-with-40-prym-pearl-pins/BP80441705>

1/3

Birch Tapestry Needle



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Birch Tapestry Needle Silver 18 - 22

[Login to rate](#)



...

\$6



<https://www.spotlightstores.com/sewing-fabrics/haberdashery/needles/birch-tapestry-needle/80050283001>

1/4

Item 7.2.6 - Attachment 2 - 11/2019: The Association of Australian Tertiary Students from Afghanistan Inc. - Additional Information

Total (5 items): **\$177.30** Substitute all out of stock items ?

Enter promo code... Apply

	BYO bags ?	\$0.00	Change selection
	Delivery Fee	\$0.00	
	Essentials White Sugar 2kg Add Instructions	\$1.80	- 1 +
	Arnatt's Classic Assorted 500g Add Instructions	\$144.00	- 32 +
	Dilmah Tea Bags 300 pack Add Instructions	\$12.50	- 1 +
	Moccona Freeze Dried Instant Coffee Mocha Kenya Style 200g Add Instructions	\$13.00	- 1 +
	Woolworths Uht Full Cream Milk 1l Add Instructions	\$6.00	- 6 +

Payment

Subtotal	\$177.30
BYO bags	\$0.00
Delivery Fee	\$0.00
Total (incl GST)	\$177.30

By placing this order, you confirm that you agree to Woolworths [terms and conditions](#) (including our [privacy policy](#)).

Credit Card

PayPal [Link PayPal account](#)

Gift Card

← Back
Place order →

Confirmed ✓

ITEM	7.2.7
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
HEADING	12/2019: Tyndale Christian School 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 Tyndale Christian School Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. 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 July 2019 round of Community Grants as follows:
 - a. 12/2019: Tyndale Christian School Inc. be awarded the amount of **\$2,000.00** to assist with the purchase of **LED candles** for the 2019 Tyndale Community Carols event as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 12/2019: Tyndale Christian School Inc. - Application
2. 12/2019: Tyndale Christian School Inc. - Additional Information

1. BACKGROUND

- 1.1 The Tyndale Christian School Inc. Application was received for the June 2019 round of Community Grants. The Application was incomplete and required further information.
- 1.2 Tyndale Christian School received \$2,000 Community Grants Program funding in June 2019 to assist with the purchase of LED candles for the 2016 Tyndale Christmas Carols event. The 2016 event was cancelled due to extreme weather and Tyndale Christian School Inc. was approved to carry over the stock for the 2017 Christmas Carols event.

2. REPORT

2.1 The Tyndale Christian School Inc. Application was originally received for the June 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:

- evidence that the Committee has endorsed submission of the application was not provided;
- the expenses section was incomplete;
- the ‘Total cost of Project/Event’ was listed as \$0;
- a detailed, current quote was not provided;
- the ‘Benefits and Outcomes of the Project of Event’ was incomplete; and
- Signatory 2 had not acknowledged the information in the application is true and correct.

2.2 The additional information has been received and the Tyndale Christian School Inc. Application meets the eligibility criteria for the requested funding.

3. CONCLUSION / PROPOSAL

3.1 The Tyndale Christian School Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

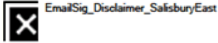
From: Rachel Abdy [REDACTED]
Sent: Tuesday, 23 April 2019 10:59:28 AM
To: Bronwyn Hatswell
Subject: RE: Tyndale Christian School - Salisbury Community Grant 2019 Enquiry

Good morning Bronwyn

Please see attached our Community Grant Application for our 2019 Tyndale Community Carols event.
If you have any queries please contact me via email or on [REDACTED]

Rachel Abdy
Marketing and Volunteer Officer | Cert IV Coord Vol Pgrm

[REDACTED]



[REDACTED]



File:///C:/Users/hatswe/OneDrive/Desktop/Technical/2019/DateWorks/Forms/5 24/04/2019



 The City of Salisbury advises that, in order to comply with its obligations under the State Records Act 1997 and the Freedom of Information Act 1991, email messages may be monitored and/or accessed by Council staff and (in limited circumstances) third parties. The contents of this email are confidential and may be subject to copyright. This email is intended only for the addressee(s). If you have received this email in error please immediately advise the sender by return email and delete the message from your system. Use, disclosure or reproduction of this email by anyone other than the intended recipient(s) is strictly prohibited. No representation is made that the email is free of viruses or other defects. Virus scanning is recommended and is the responsibility of the recipient. All references to 'email' include references to attachments to the email.

file:///C:/Users/kyetown/OneDrive/Desktop/Resourcing/Teachers/2019/DateWkly/Temps/5 21/04/2019

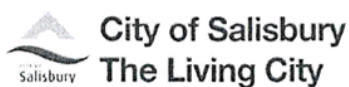


Community Grants Program

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:	<i>Tyndale Christian School</i>		
Address:	<i>50 Fern Grove Blvd</i>		
Suburb:	<i>Salisbury East SA</i> Postcode: <i>5109</i>		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mrs <input type="checkbox"/> <i>Rachel Abdy</i>		
Title (your role with the group/organisation):	<i>Marketing and Volunteer Officer</i>		
Address:	<i>50 Fern Grove Blvd Salisbury East SA 5109</i>		
Phone:	Landline: <input type="checkbox"/> Mobile: <input type="checkbox"/>		
Email:	<input type="checkbox"/>		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Other:</i> <i>Danielle Hohneck</i>		
Title (role with the group/organisation):	<i>Director of Marketing and Community Relations</i>		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	<i>Commitee</i>		
Is your organisation:			
a) Incorporated:	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> 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: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
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 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 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): <i>Carols Committee operating within Tyndale Christian School</i>	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: <i>Tyndale Christian School Incorporated</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>Corey Armstrong</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

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 (If Yes - Please Quote ABN:) 4 3 3 2 9 5 6 2 4 3 9 (If No, the ABN Declaration Form attached must be signed)	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 checked="" type="checkbox"/> No <input type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 500
Organisation's contribution:	\$ 50,000
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	
Have you sought any other funding for the project: <small>(please specify the source and amount of funding requested)</small>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Tyndale Christian School pays the balance of the event</i>
TOTAL (including GST):	\$ 50,500
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>We will have a committee of 10 people who are volunteering their time to organise the event. We will then have 40 plus volunteering in the lead up to the event to assist with letterbox drops, set up, pack down, car parking, face painting, information, entertainment and first aid.</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ 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 type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>2019 Tyndale Community Carols</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>Sunday 1 December 2019</i>
Total cost of Project/Event	<i>\$ 0</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?	<i>Tyndale Christian School had a strong association with the community. We believe such a night is important to the people of Salisbury. Our Christmas Carols is an open invitation to the whole community and is a great opportunity to invite family, friends and the public. The event has continued to be a great success with an estimated 3500 attending in 2018.</i>
<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 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

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	2016
What amount of Grant funding was provided:	\$ 2,000
When was the previous Grant acquitted (month & year):	
Group/Organisation Information	
Group/Organisation Name	Tyndale Christian School
Group/Organisation Description	School
Group/Organisation Registered Address	Number/Street: 50 Fern Grove Blvd Suburb: Salisbury East SA Postcode: 5109
Is the Club Incorporated?	Yes
Number of Members	900
% of Membership that reside in the City of Salisbury	80 %
Project/Event Details	
Project/Event Name	2019 Tyndale Community Carols
Project/Event Summary	Entertainment, jumping castle, face painting, admission all FREE
Date(s) of Project/Event	Sunday 1 December 2019
Location of Project/Event:	Number/Street: 50 Fern Grove Blvd Suburb: Salisbury East SA Postcode: 5109
How will the Project/Event benefit the residents of the City of Salisbury?	It is a FREE event and we believe a great event in the Salisbury area. in 2018 we had an estimated 3500 people attend.
How many individuals will benefit from the Project/Event?	3500
% of project/event participants that reside in the City of Salisbury	80 %
If it is an Event, is it open to the public?	Yes <input type="checkbox"/>
How will the Project/Event be promoted?	Local flyer in the mail, Facebook, Roadside banners, Salisbury Aware

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><i>Admission, jumping castles and face-painting are all free of charge. The official programme will commence at 7pm with an M.C, a well-known community band and a celebrity special guest (Silvie Paladino) performer. The celebration will conclude with a spectacular fireworks display.</i></p> <p><i>Advertising to at least 15,000 homes receiving a flyer via local distribution company, roadside banner displays, Messenger advertising, local Library community advertising, Salisbury Aware advertising, radio advertising.</i></p> <p><i>The \$2000 would be to purchase LED candles and printing costs of the event program: each of these is offered free to families on the night.</i></p>
<p>Attachments</p> <p><input 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.

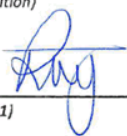
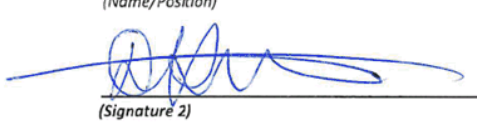
Benefits and Outcomes of the Project or Event
<p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p>

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

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><i>Tyndale Christian School had a strong association with the community. We believe such a night is important to the people of Salisbury. Our Christmas Carols is an open invitation to the whole community and is a great opportunity to invite family, friends and the public. The event has continued to be a great success with an estimated 3500 attending in 2018.</i></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><i>Ongoing Projects or Events</i></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><i>One-off Projects or Events</i></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><i>Ongoing Event: Tyndale Christian School hosts this event every December.</i></p>

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

Application Declaration	
<i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i>	
Please read, tick the S1 and S2 boxes and sign:	
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 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.
On behalf of <u>Tyndale Christian School</u> (Group/Organisation)	
Rachel Abdy / Marketing and Voluntee and <small>(Name/Position)</small>	Danielle Hohneck / Director of Marketing ar <small>(Name/Position)</small>
 <small>(Signature 1)</small>	 <small>(Signature 2)</small>
<u>23 April 2019</u> <small>(Date)</small>	<u>23 April 2019</u> <small>(Date)</small>
Contact (phone number): XXXXXXXXXX	Contact (phone number): XXXXXXXXXX

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 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

From: Rachel Abdy [REDACTED]
Sent: Tuesday, 18 June 2019 1:22:07 PM
To: City of Salisbury
Subject: Grant Application updated from Tyndale Christian School

Good afternoon

Please see attached.

If you have any queries please contact me via email or on [REDACTED]

Rachel Abdy
Marketing and Volunteer Officer | Cert IV Coord Vol Pgrm

[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
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EmailSig_Disclaimer_SalisburyEast



WWCC_Web Graphic (Landscape)

File:///C:/Users/hatynell/AppData/Local/Temp/Temp/2019/06/21/06/2019



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

29 April 2019

Mrs Rachel Abdy
Marketing and Volunteer Officer
Tyndale Christian School Inc.
50 Fern Grove Boulevard
SALISBURY EAST SA 5109

Contact: Community Grants Program
Ref: 12/2019 (BMH)

Dear Mrs Abdy,

RE: COMMUNITY GRANT APPLICATION

This letter is to confirm receipt of your application for grant funding under the City of Salisbury Community Grants Program Scheme.

Upon assessment, it was identified that in order to proceed with your application we require further written information, as follows:

Page 3:

✓ Evidence that the Committee has endorsed submission of the Community Grant Application must be provided (Guidelines and Eligibility Criteria clause 8.1 – *The group / organisation has as 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*);

Page 6:

✓ The expenses section is incomplete and must be provided.

Page 7:

✓ The 'Total cost of Project/Event' is listed as \$0 – this amount should coincide with the expenses.

Page 9:

✓ A detailed, current quote must be provided with the application for all related costs that funding is requested for.

Page 10:

✓ The 'Benefits and Outcomes of the Project or Event' is incomplete and must be provided.

Page 12

✓ The signatory check box for 'S2' has not been checked/ticked acknowledging the information provided in the application is true and correct. This box must be checked/ticked **and initialled** by signatory 2 to demonstrate acknowledgement of the information.

We require the additional information be received within three (3) months of receipt of the original application. Should the additional information not be received within this timeframe the application will be deemed ineligible and your organisation must submit a new application should you wish to proceed with applying for Community Grants Program funding nonetheless.

Your application may be considered at the Sport, Recreation and Grants Committee upon receipt of the additional information at the relevant funding round (dependant on the date the additional information is received) and providing that all criteria are met. We also remind you that funding should not be anticipated or believed to be automatic (*clause 11.7, Guidelines & Eligibility Criteria*), and that currently the upper limit Community Grants Program funding is \$2,500.

Furthermore, a copy of your grant application and any other relevant document(s) will be 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 your application forms part of a public document and as such can be inspected by anyone. Reports presented to the Sport, Recreation and Grants Committee are also accessible via the City of Salisbury website.

Please direct any enquiries regarding the above process to the Community Grants Program.

Yours sincerely,



Community Grants Program
City of Salisbury
Phone: [REDACTED]
Email: city@salisbury.sa.gov.au

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)? <i>If Yes, provide details:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
INCOME	\$ AMOUNT
Project or event generated income:	\$ 500 Stall holders
Organisation's contribution:	\$ 50,000 \$ 51,590
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	.
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	
Have you sought any other funding for the project: <small>(please specify the source and amount of funding requested)</small>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Tyndale Christian School pays the balance of the event</i>
TOTAL (including GST):	\$ 50,500 \$ 56,590
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>We will have a committee of 10 people who are volunteering their time to organise the event. We will then have 40 plus volunteering in the lead up to the event to assist with letterbox drops, set up, pack down, car parking, face painting, information, entertainment and first aid.</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
Advertising	\$ 2500
* Booklets and candles *	\$ 3500 GRANT SPENDING IF SUCCESSFUL
Fireworks	\$ 8000
Performers	\$ 17500
Stage and Sound	\$ 20000
Security	\$ 1500
Music	\$ 3590
TOTAL (including GST):	\$ 0 \$ 56,590

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

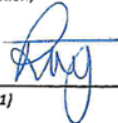

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	2019 Tyndale Community Carols
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	Sunday 1 December 2019
Total cost of Project/Event	\$ 0 \$ 56,590
Amount of Community Grant Funding Requested	\$ 2,000
Is there any other information that you may feel is relevant to your application?	<i>Tyndale Christian School had a strong association with the community. We believe such a night is important to the people of Salisbury. Our Christmas Carols is an open invitation to the whole community and is a great opportunity to invite family, friends and the public. The event has continued to be a great success with an estimated 3500 attending in 2018.</i>
<input checked="" type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. minutes 2. candle quote
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

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>Admission, jumping castles and face-painting are all free of charge. The official programme will commence at 7pm with an M.C, a well-known community band and a celebrity special guest (Silvie Paladino) performer. The celebration will conclude with a spectacular fireworks display.</i></p> <p><i>Advertising to at least 15,000 homes receiving a flyer via local distribution company, roadside banner displays, Messenger advertising, local Library community advertising, Salisbury Aware advertising, radio advertising.</i></p> <p><i>The \$2000 would be to purchase LED candles and printing costs of the event program: each of these is offered free to families on the night.</i></p> <p>Attachments</p> <p><input 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> <p><i>This is a Salisbury community event, with no other event like it in the suburb of Salisbury. With an estimated 3500 in attendance in 2018 it is clear this event is well supported/received by the Salisbury residents.</i></p>

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 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>Tyndale Christian School</u> (Group/Organisation)</p>	
<p>Rachel Aaby / Marketing and Voluntee and <small>(Name/Position)</small></p>	<p>Danielle Hohneck / Director of Marketing ar <small>(Name/Position)</small></p>
 <small>(Signature 1)</small>	 <small>(Signature 2)</small>
<p>23 April 2019 <small>(Date)</small></p>	<p>23 April 2019 <small>(Date)</small></p>
<p>Contact (phone number): XXXXXXXXXX</p>	<p>Contact (phone number): XXXXXXXXXX</p>

About
DAA

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

Rachel Abdy

From: Rachel Abdy
Sent: Wednesday, 12 June 2019 2:28 PM
To: Rachel Abdy
Subject: Candles quote Community Carols 2019

Hi All

I have had 3 responses for my candle enquiries to quote on 2000 quantities of candles for upcoming Community Carols event.

1. www.glowproductions.com
 Thank you for your enquiry, for 2000 units of the Carols By Candlelight Hand Held Flicker Candles the price would be \$1.35 inc GST and Batteries fitted
TOTAL COST 2000 = \$2700



2. www.glowstix.com.au www.candlelite.com.au



Item # GACLF - Candlelite Flicker Battery Operated Candle
Size: Length: 19cm Width = 2cm
Colours: Golden Flicker Flame or White Flicker Flame
Packing: 25pcs per inner Box Per Carton: 250
Price: \$1.73ea + GST = 24 hours (357A Batteries) – Batteries Replaceable
TOTAL COST 2000 = \$3460



Item # GACLR - Candlelite Rainbow - 7 colours in 1
Size: Length 19cm Width = 2cm
Colours: 7-colours can be selected by the pressing the button
Packing: Per Box: 25 Per Carton: 250
Price: \$1.82ea + GST = 12 hours (357A Batteries) – Batteries Replaceable
TOTAL COST 2000 = \$3640

3. <https://www.everythingglows.com.au/index.php/battery-candles-c-68>
 \$1.18 each, includes batteries and they have them in stock ready to send when we give them the ok.
TOTAL COST 2000 = \$2360



If you have any queries please contact me via email or on [REDACTED]

Rachel Abdy
Marketing and Volunteer Officer | Cert IV Coord Vol Pgrm



50 Fern Grove Boulevard
Salisbury East SA 5109
phone 08 8282 5100
www.tyndale.sa.edu.au

*Members of the Tyndale
Christian School group:*
SALISBURY EAST
MURRAY BRIDGE
STRATHALBYN

This email and any attachments may contain privileged and confidential information and are intended for the named addressee only. If you have received this email in error, please notify the sender and delete this email immediately. The opinions, conclusions and other information contained in the message are those of the sender and not necessarily those of Tyndale Christian School. Any confidentiality, privilege or copyright is not waived or lost because this email has been sent to you in error. It is your responsibility to check this email and any attachments for viruses. No warranty is made that this material is free from computer virus or any other defect or error. Any loss/damage incurred by using this material is not the sender's responsibility. The sender's entire liability will be limited to resupplying the material.



**New working with children
checks are law from 1 July 2019.**

Find out if you need a check and when to apply.

screening.sa.gov.au/wwcc



Government of South Australia
Department of Human Services



MEETING MINUTES

Community Carols Meeting
Wednesday 27 March 2018 at 3:30pm
Senior School Boardroom

Committee Team Mike Potter, Danielle Hohneck, Sarah Baeker, Colleen Grantham, Wilma Van den Berg, Shawn Whittaker, Tonya Stevens, Barb Christie

Present Danielle Hohneck, Sarah Baeker, Colleen Grantham, Wilma Van den Berg, Shawn Whittaker, Barb Christie

Apologies Mike Potter, Tonya Stevens

1. Barb Christie opened in prayer at 3:45pm.
2. Previous Minutes and Action Items
The Previous Minutes were accepted and the Action Items discussed and updated as required.

3. Stage Management/Hirings

[Redacted content]

4. Catering/VIPS

[Redacted content]

INTENTIONALLY
CHRISTIAN | INCLUSIVE | EXCELLENT

08/1/19/01



MEETING MINUTES

[Redacted]

5. Maintenance

[Redacted]

[Redacted]

[Redacted]

[Redacted]

6.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

7. Marketing/Promotion

[Redacted]

8. Fireworks

[Redacted]

9. Finances

Danielle Hohneck advised that Rachel Abdy is currently completing and submitting the Salisbury Council Application Form.

[Redacted]

INTENTIONALLY
CHRISTIAN | INCLUSIVE | EXCELLENT

08/17/2021



MEETING MINUTES

[REDACTED]

[REDACTED]

10. Volunteers

[REDACTED]

11. Any Other Business

[REDACTED]

12. Next Meeting – Wednesday 5 June 2019

13. The meeting closed at 5:00pm.

Action Reminder

Date Raised	Action	By Whom	To Be Completed
12/12/2018	[REDACTED]	[REDACTED]	5/06/2019
27/03/2019	[REDACTED]	[REDACTED]	29/04/2019
27/03/2019	[REDACTED]	[REDACTED]	5/06/2019
27/03/2019	[REDACTED]	[REDACTED]	5/06/2019
27/03/2019	[REDACTED]	[REDACTED]	22/07/2019
27/03/2019	[REDACTED]	[REDACTED]	5/06/2019
27/03/2019	[REDACTED]	[REDACTED]	5/06/2019
27/03/2019	[REDACTED]	[REDACTED]	5/06/2019

INTENTIONALLY
CHRISTIAN | INCLUSIVE | EXCELLENT

08/1/2021



MEETING MINUTES

27/03/2019			5/06/2019
27/03/2019			5/06/2019
27/03/2019			5/06/2019
27/03/2019			5/06/2019
27/03/2019			5/06/2019
27/03/2019			5/06/2019
27/03/2019			5/06/2019

INTENTIONALLY
CHRISTIAN | INCLUSIVE | EXCELLENT

05/04/19/041

ITEM	7.2.8
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
PREV REFS	Sport, Recreation and Grants Committee 7.2.2 11/06/2019
HEADING	13/2019: Valley View Tennis 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 Valley View Tennis Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. 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 July 2019 round of Community Grants as follows:
 - a. 13/2019: Valley View Tennis Club Inc. be awarded the amount of **\$2,180.00** to assist with the purchase of a **PA System, Scoreboards and Tennis Nets** for ongoing use as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 13/2019: Valley View Tennis Club Inc. - Application
2. 13/2019: Valley View Tennis Club Inc. - Additional Information

1. BACKGROUND

- 1.1 The Valley View Tennis Club Inc. Application was received for the June 2019 round of Community Grants. The Application was incomplete and required further information.
- 1.2 The Valley View Tennis Club Inc. received \$598 Community Grants Program funding in September 2016 to assist with the purchase of two marquees for ongoing use.

2. REPORT

2.1 The Valley View Tennis Club Inc. Application was originally received for the June 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:

- evidence that the Committee has endorsed submission of the application was not provided.

2.2 The additional information has been received and the Valley View Tennis Club Inc. Application meets the eligibility criteria for funding consideration for the requested funding.

3. CONCLUSION / PROPOSAL

3.1 The Valley View Tennis Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP

Date: 01/07/2019

From: Jim Zissopoulos [REDACTED]
Sent: Tuesday, 14 May 2019 12:01:13 PM
To: City of Salisbury
Subject: FW: Community Grants Application

From: Jim Zissopoulos [REDACTED]
Sent: Tuesday, 14 May 2019 11:51 AM
To: 'city@salisbury.sa.gov.au.' <city@salisbury.sa.gov.au.>
Cc: 'William McInerney' [REDACTED]
Subject: Community Grants Application

Dear City of Salisbury, attention William McInerney,

Thankyou for the opportunity to submit an application for a Community Grant with the Salisbury Council as per attached, including all the necessary attachments of quotes & a community support document by a Pedare student.

Please do not hesitate to contact me, or Garry Oaten (as per contact details in the application) if there are any queries.

We look forward to a favourable response.

Regards,

Jim Zissopoulos
VVTC Junior Tennis Coordinator



Virus-free. www.avast.com

E:\C:\Users\khatuna\AppData\Roaming\Techsol\0\200\OneDrive\Temp\5 14/05/2019



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:	<i>Valley View Tennis Club Inc</i>		
Address:	<i>Elizabeth Crescent</i>		
Suburb:	<i>Valley View</i> Postcode: <i>5093</i>		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	<i>Mr Jim ZAissopoulos</i>		
Title (your role with the group/organisation):	<i>Junior Tennis Coordinator</i>		
Address:	██		
Phone:	Landline: ██████████ Mobile: ██████████		
Email:	████████████████████		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Other: Jim Zissopoulos</i>		
Title (role with the group/organisation):	<i>Junior Tennis Coordinator</i>		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	<i>By a voluntary Committee of ~ 10members elected annually</i>		
Is your organisation:			
a) Incorporated:	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> 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: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
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

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"/> (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: <i>Valley View Tennis Club 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>Frances Bedford, MP for Florey</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

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> ----- <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input type="checkbox"/>	No <input checked="" 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

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"/> <i>(enter '0' dollar amounts below)</i>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 2,172
Organisation's contribution:	\$ 300
Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i>	
Income received from sponsors: <i>(list sponsor(s) and their contribution)</i>	
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	
Have you sought any other funding for the project: <i>(please specify the source and amount of funding requested)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 2,472
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>Volunteers to run fundraising bbq's</i>
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
<i>PA System</i>	\$ 597
<i>6 Scoreboards</i>	\$ 555
<i>4 tennis nets</i>	\$ 1,320
TOTAL (including GST):	\$ 2,472

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 type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>Tennis Club vital equipment</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>Ongoing</i>
Total cost of Project/Event	<i>\$ 2,472</i>
Amount of Community Grant Funding Requested	<i>\$ 2,172</i>
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 type="checkbox"/>
Sport / Recreation	<input checked="" 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

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	<i>Valley View Tennis Club Inc</i>
Group/Organisation Description	<i>A Community Tennis Club, open to young & old</i>
Group/Organisation Registered Address	Number/Street: <i>Elizabeth Crescent</i> Suburb: <i>Valley View</i> Postcode: <i>5093</i>
Is the Club Incorporated?	<i>Yes</i>
Number of Members	<i>250</i>
% of Membership that reside in the City of Salisbury	<i>75 %</i>
Project/Event Details	
Project/Event Name	<i>Equipment for Tennis club</i>
Project/Event Summary	<i>Provide vital equipment for the tennis club to function better</i>
Date(s) of Project/Event	<i>Ongoing</i>
Location of Project/Event:	Number/Street: <i>Elizabeth Crescent</i> Suburb: <i>Valley View</i> Postcode: <i>5093</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>Enhance the ability of VVTC to provide better services to the community</i>
How many individuals will benefit from the Project/Event?	<i>300</i>
% of project/event participants that reside in the City of Salisbury	<i>75 %</i>
If it is an Event, is it open to the public?	<i>No</i>
How will the Project/Event be promoted?	<i>By email & facebook</i>

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

Grant Money Requested	
Amount Requested	\$ 2,172
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
PA System	\$ 597
6 Scoreboards	\$ 555
4 Nets	\$ 1,320
Club Contribution	\$ -300
	\$
	\$
	\$
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	\$
	\$
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	\$
	\$
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	\$
	\$
	\$
TOTAL (including GST):	\$ 2,172
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

Project or Event Scope
<p>Provide a description of the proposed project or event:</p> <p><i>The project comprises of the following items of equipment:</i></p> <p><i>A portable PA system to be used for event during the year.</i></p> <p><i>6 scoreboards to enable tennis players to keep scores at the end of each game</i></p> <p><i>4 tennis nets to enable the playing of the game of tennis</i></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>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:</p> <p><i>1. Currently, the club holds 3 major events (award presentations, Christams functions) attended by at times by over 100 people & it has been difficult to adress such crowds. A portable PA system will enable all of the audience to hear clearly what is beeing said.</i></p> <p><i>2. Tennis players, particularly, juniors often muddle up the scores causing arguments & conflicts. Scoreboards will enable scoring at the end of each game & thus eliminate disputes.</i></p> <p><i>3. Tennis nets are obviously essential for playing tennis. 4 new tennis nets will enable replacement of old nets</i></p>

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

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><i>A student from Pedare Christian College has identified community needs & is prepared to raise up funds towards the provision of these needs as per attached.</i></p> <p><i>In addition, all those playing tennis on the courts, whether casual, social or competition recognize the ongoing need for good tennis nets</i></p> <p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input checked="" type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none"> 1. <i>Proposal for a Community Need Project</i> 2. 3.

Project or Event Management
<p><u><i>Ongoing Projects or Events</i></u></p> <p><i>Describe how the proposed project or event will be managed into the future:</i></p> <p><i>(outline how you will ensure sustainability and achieve outcomes for the project or activity)</i></p> <p><u><i>One-off Projects or Events</i></u></p> <p><i>Describe how the proposed project or event will be managed:</i></p> <p><i>(outline how you will achieve outcomes for the project or activity)</i></p> <p><i>The PA system will be charged as required, & will be kept in safe & secure area to make sure it does not get damaged. The scoreboards will be used during matches & will be put away & stored at the end of each day's matches to make sure they do not get damaged.</i></p> <p><i>Tennis players are required to take care of the nets during play. Given the courts are locked when not in use, vandalism is not expected to be a problem (& has not been a problem since gate locks were introduced)</i></p>

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

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 Valley View Tennis Club Inc (Group/Organisation)

Jim Zissopoulos / Junior Coordinator <small>(Name/Position)</small>	and	Garry Oaten / President <small>(Name/Position)</small>
<small>(Signature 1)</small>		<small>(Signature 2)</small>
14 May 2019 <small>(Date)</small>		14 May 2019 <small>(Date)</small>
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

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On behalf of Valley View Tennis Club Inc (Group/Organisation)

Jim Zissopoulos / Junior Coordinator and Garry Oaten / President
(Name/Position) (Name/Position)

[Signature] (Signature 1) [Signature] (Signature 2)

14-5-19 (Date) 14-5-19 (Date)

Contact (phone number): [Redacted] Contact (phone number): [Redacted]

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 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.

Valley View Tennis Club Inc
(Group/Organisation)

Garry Oaten, President
(Name/Position)

(Signature)

14 May 2019
(Date)

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



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Valley View Tennis Club Inc
(Group/Organisation)

Garry Oaten, President
(Name/Position)

(Signature)

14-5-19
(Date)

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

To Valley View Tennis Club

RE: Proposal for a Community Project

1.0 Proposal

1.1 As a year 9 student of Pedare Christian College, I have been challenged to come up with a Community Project. I have been a member of the Valley View Tennis Club since I was 3 years old. My mum, uncles and granddad have all played for the club and I have happy memories of learning how to play right here. I would like to have the opportunity to give back to a community club that has been so valuable to me and my family. I propose to enhance the technology for the Valley View Tennis Club with the follow facilities for the 21st century.

2.0 Background

2.1: P.A. System

I have been at Valley View Tennis Club for many years now and over these years we have had many presentation days. During the presentation, I have notice people have been struggling to hear what was being said if they were at the back of the audience.

A P.A system will enhance the volume of speakers at the front during presentation and announcements. The main feature of the P.A system for the club is to have a battery powered portable speaker with wireless microphone, together with a charger.

2.2: Scoreboards

During junior matches, there have been many times where players have had disputes about the scores, especially for the young orange/red ballers who are just learning to score for the first time. I noticed that at Enfield Tennis Club there were scoreboards. When the score boards were used, there weren't issues with scoring and the matches went along fine. In addition, using these scoreboards will help teach new junior tennis players on how to score correctly and provide a fun and visual learning too.

3.0 Discussion

3.1 P.A. System

The P.A system that is being researched is called the Behringer Europort MPA40btpro Compact Pa. This P.A. is extremely light and has wheels which means it is easy to move around. It is a 40w amplifier and premium 2-way speaker system. It has a rechargeable battery for up to 12 hours. It has an ULM digital microphone (Sold Separately). The 40 watts of powerful sound audiences up to 250 people. You can also connect your mobile phone to it via Bluetooth

- The costing of the Behringer Europort MPA40btpro Compact Pa which is the portable speaker is **\$399**
- The costing of the wireless microphone which is the Behringer Ultralink Wireless system is **\$149**

This equipment can be purchased from [REDACTED] A quote is attached.

3.2 Scoreboards

The scoreboards will help our club to prevent arguments about the scores. The tennis scoring board I recommended is called HART tennis Scoreboard. When I was searching scoreboards, I saw electronic boards, but they were too expensive, costing about \$600-\$1000 dollars per board. This also would have required an electrician to hook up the electricity on all 6 courts which would have been too hard to do and very costly.

I also investigated Match Pointer which has tennis score boards, but they were about \$80 more expansive for the same size.

So, I recommend HART Tennis Scoreboard. The HART Tennis Score Board Features a double-sided design with functional, large print score dials, offering visibility for players and spectators.

These boards are really light and easily portable. They can be moved easily by unhooking the board from the fence. They also should be taken back inside after tennis games end or when training ends so they can last as long as possible.

HART have one only size for the scoring boards. The scoreboard size is 65cm (height) by 46cm (wide). This is quite adequate and would be able to be seen even from the outside of the courts. **The price of this item is \$92.50 per board**

3.3 Funding

I propose that funds will come from the following...

- BBQ - I propose that I and other volunteers would cook sausages, steaks eggs and bacon plus salad. I will try to raise around \$500. Possibly more...
- The remainder of the funds of which is around \$600 will need to be provided by the club or the club may seek funding from the council

3.4 Operating and maintenance

P.A. system

The maintenance for the P.A System to be Charged to full before every presentation day. Also, to make sure the batteries in the microphone are replaced and fully charged. Also, to make sure the P.A system is working before all presentation days and so there is no problems during the presentation. If the P.A. system is property handled and stored there will be no further maintenance

Scoreboards

The maintenance for the Scoreboards is for them to be to be cleaned every 6 months so they can maintain clean and work well. They will also have to be taken down after matches just in case they get stolen by someone and also, so they don't get damaged by the elements of weather.

4.0 Recommendation

I recommend that the club to purchase the following:

- The Behringer Europort MPA40btpro Compact Pa. system complete with the
- Behringer Ultralink Wireless system. This is the wireless microphone(s)
- 6 HART Sport Tennis scoreboards

5.0 Closing

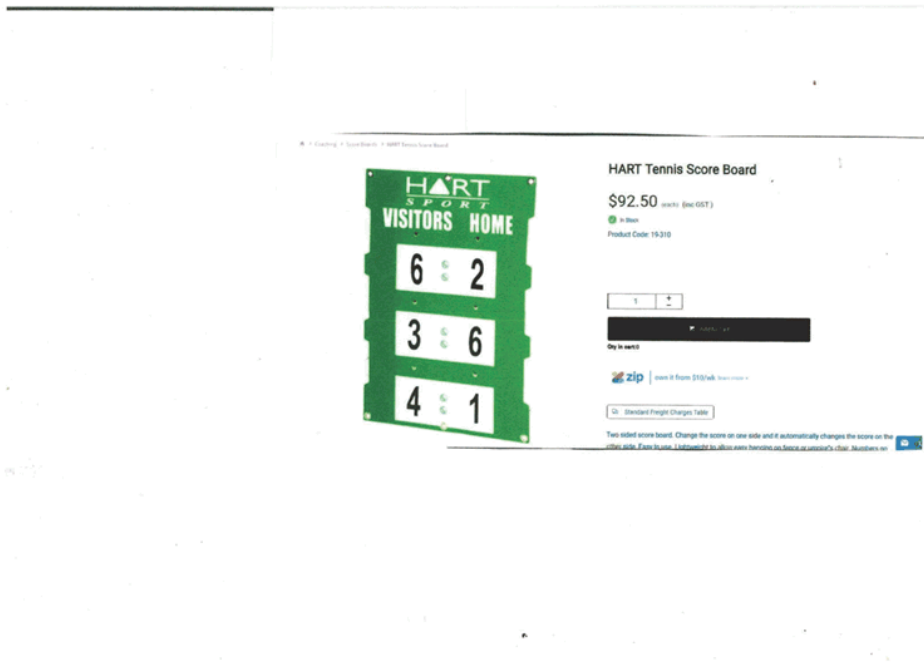
Thank you to all for listening to my presentation and proposal to meet a community need of the VVTC. I hope that you support my proposal and that for these things to work out well.

Year 9 student

Pedare Christian Collage

Attachments;

- Quote [redacted]
- Pictures of P.A. system and microphone
- Photo of scoreboards
- Prices of score Boards



Document Ref ID: 4289157
Version: 1 - Version Date: 14/12/2018

[Redacted]

[Redacted]

Date	Estimate #
11/05/2019	3732

[Redacted]

[Redacted]

Name / Address
Valley View Tennis Club

Location or Job Site

Item	Description	Qty	Rate	TAX Amt	Tax	Total
Eye Cue E...	3ft double braid PE Tennis Net	4	300.00	120.00	GST	1,200.00
<p>Customer is responsible for location of all underground services prior to digging Hard digging clause applies to all quotations All equipment is guaranteed against faulty materials and workmanship for 24 months from date of installation. This warranty does not include misuse, theft or vandalism Quotation Valid for 30 days</p>					<p>Subtotal \$1,200.00</p>	
					<p>Tax \$120.00</p>	
					<p>Total \$1,320.00</p>	

From: Jim Zissopoulos [REDACTED]
Sent: Friday, 31 May 2019 3:35:37 PM
To: City of Salisbury
Subject: FW: VVTC's Community Grants Program

From: Jim [REDACTED]
Sent: Friday, 31 May 2019 2:43 PM
To: 'city@salisbury.sa.gov.au.' <city@salisbury.sa.gov.au.>
Cc: Garry Oaten [REDACTED]
Subject: VVTC's Community Grants Program

To Community Grants Program,

Further to our application of 14 May 2019 & your letter of 16 May 2019 (Pg 1 attached), I attach minutes of Committee meeting endorsing the club's submission for of the Community Grants Program, as requested.

I hope this is to your satisfaction.

Please do not hesitate to contact me, or Garry Oaten as per email above, if there are any further queries

Regards,

Jim Zissopoulos
VVTC Junior Tennis Coordinator



Virus-free. www.avast.com

E:\C:\Users\khatuna\AppData\Roaming\Techsol\#\200\Data\Valley\Temp\54 7/06/2019



Committee meeting: Thursday 30th May 7:00pm

Present: G. Oaten, G. Hatchard, J. Zissopoulos, S. Mitchell, S. Sharma
Apologies/Absent: T. Saw, C. Mulroney, B. Zissopoulos, T. Pfeiffer, J. Green

Minutes of last meeting: Accepted J. Zissopoulos

Incoming Mail

1. City of Salisbury Community Grant Application

Club Captain:

1. [REDACTED]

Treasurer:

1. [REDACTED]

Canteen:

1. [REDACTED]

Junior Coordinator / Project Manager:

1. [REDACTED]

General Business:

1. City Salisbury Community Grants Program Application
JZ discussed the grant process and the items to be purchased on acceptance of the application.
Items to be purchased included PA system, 4 tennis nets and 6 scoreboards
Following discussion on the proposal and items for purchase a vote was held.
The vote was unanimous in support of the application and items for purchase.

Next meeting
27th June

ITEM	7.2.9
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
HEADING	14/2019: Punya Foundation Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.3 Be a connected city where all people have opportunities to participate. 3.4 Be a proud, accessible and welcoming community. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The Punya Foundation Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. 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 June 2019 round of Community Grants as follows:
 - a. 14/2019: Punya Foundation Inc. be awarded the amount of **\$3,580.00** to assist with the purchase of **promotional material, sound hire, hall hire (exclusive of bond), material, catering and certificates for the 2019 Community Engagement and Spirituality through DURGA PUJA** event as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 14/2019: Punya Foundation Inc. - Application
2. 14/2019: Punya Foundation Inc. - Additional Information

1. BACKGROUND

- 1.1 Punya Foundation Inc. has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The Punya Foundation Inc. Application meets the eligibility criteria for Community Grants Program funding outlined in the Recommendation.

3. CONCLUSION / PROPOSAL

- 3.1 The Punya Foundation Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

From: Punya Foundation [REDACTED]
Sent: Friday, 17 May 2019 2:37:51 PM
To: City of Salisbury
CC: Punya Foundation Group
Subject: Community Grants Program

To
The Community Grants Program
City of Salisbury

Dear Sir/Madam
Please find attached herewith an application and associated documents for Community Grant Program.

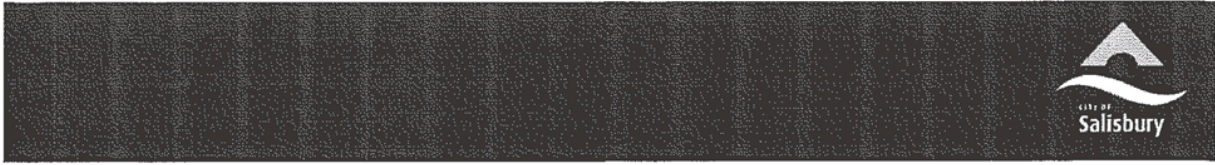
Kind Regards,
Lakshmi

Dr Lakshmi Prasad Dhakal
MBBS, MD(UvA), MD (VU), FRACP, MPH
Founder Cum Executive Director
Punya Foundation Inc.



Email: [REDACTED]
Website: www.punyafoundation.org
Tel: [REDACTED]

E:\C:\Users\khatwaj\AppData\Roaming\Thunderbolt\2009\Date\Date\Temp\5 20/05/2019

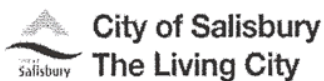


Community Grants Program

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:	PUNYA FOUNDATION INC.		
Address:	12 HAROLD ROAD		
Suburb:	SALISBURY NORTH Postcode: 5108		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Dr LAKSHMI PRASAD DHAKAL		
Title (your role with the group/organisation):	EXECUTIVE DIRECTOR/FOUNDER		
Address:	[REDACTED]		
Phone:	Landline: Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Dr LAKSHMI PRASAD DHAKAL		
Title (role with the group/organisation):	EXECUTIVE DIRECTOR		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	The Board of Directors and its Executive Committee		
Is your organisation:			
a) Incorporated:	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> 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:	A40661		
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>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
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 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:	DONATIONS	
f) Purpose:	COMMUNITY ENGAGEMENT, EMPOWERMENT, SPIRITUALITY AND	
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: PUNYA FOUNDATION <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:	Mrs Cathy Perry, Electorate Office Manager	
Referee's Contact Information:	[REDACTED]	

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

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> 32392287915 <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 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 checked="" type="checkbox"/> No <input type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
<i>If Yes, provide details:</i>	The event may attract donations in kind, minimal amount in cash as spiritual offerings
INCOME	\$ AMOUNT
Project or event generated income:	200
Organisation's contribution:	300
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	0
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	0
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	
Have you sought any other funding for the project: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	0 500
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	1) VOLUNTEERS TO ORGANISE THE PROGRAM. 2) MINIMAL DONATIONS IN KIND +/- IN CASH. 3) SPIRITUAL LEADERS' SERMONS ON A VOLUNTARY BASIS.
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Promotion material - Poster, Flyers, etc.</i>	577
<i>PA/Sound Set Hire</i>	264
<i>Hall Hire</i>	660
<i>Hall decoration + Spiritual Programme</i>	900
<i>Material for the event - spiritual program</i>	970
<i>Refreshment</i>	802
<i>Transport of elderly and disapled to/fro event</i>	500
<i>Certificates + token to the volunteers</i>	598
TOTAL (including GST):	0

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	COMMUNITY ENGAGEMENT THROUGH SPIRITUALITY - DURGA
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	05/10/2019
Total cost of Project/Event	0
Amount of Community Grant Funding Requested	4771
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 checked="" 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 checked="" type="checkbox"/>

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

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 <small>(go to Group/Organisation Information)</small>
When was the Grant funding received (month & year):	<i>Volunteer Grants 2018 on 2 April 2019, Department of Social Services</i>
What amount of Grant funding was provided:	<i>5000</i>
When was the previous Grant acquitted (month & year):	<i>2 May 2019</i>
Group/Organisation Information	
Group/Organisation Name	<i>PUNYA FOUNDATION INC</i>
Group/Organisation Description	<i>NOT FOR PROFIT CHARITY ORGANISATION</i>
Group/Organisation Registered Address	<i>Number/Street:12 HAROLD ROAD Suburb:SALISBURY NORTH Postcode: 5108</i>
Is the Club Incorporated?	<i>YES</i>
Number of Members	<i>N/A We don't have members but volunteers and well-wishers +/- 1000</i>
% of Membership that reside in the City of Salisbury	<i>90 % of our well-wishers live in Salisbury</i>
Project/Event Details	
Project/Event Name	<i>Community Engagement and Spirituality through - DURGA PUJA</i>
Project/Event Summary	<i>Community Engagement and Spirituality through - DURGA PUJA</i>
Date(s) of Project/Event	<i>05/10/2019</i>
Location of Project/Event:	<i>Number/Street:304 Waterloo Corner Rd Suburb:Paralowie Postcode: 5108</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>Health and wellbeing through community engagement, interaction and socialisation. It will also enrich multiculturalism.</i>
How many individuals will benefit from the Project/Event?	<i>550</i>
% of project/event participants that reside in the City of Salisbury	<i>99 %</i>
If it is an Event, is it open to the public?	<i>Yes</i>
How will the Project/Event be promoted?	<i>Through social media, door to door flyers, folders and audio-visual</i>

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	\$ 0 4771
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Promotion material - poster, Flyers, etc.	\$ 577
PA/Sound Hire	\$ 264
Hall Hire	\$ 660
Material for the event/ spiritual offerings	\$ 970
Hall Decoration + Spiritual Programme	\$ 900
Refreshment	\$ 802
Transport of elderly and disabled to/fro event	\$ 0
Certificates and token to volunteers	\$ 598
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 0 4771
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

Project or Event Scope
<p>Provide a description of the proposed project or event:</p> <p>BACKGROUND <i>Community Engagement and Spirituality through - DURGA PUJA is a one day event taking place at 304 Waterloo Corner Road, Paralowie SA 5108 on 5 October 2019. Mythologically Durga puja is described as a victory of good over evil. This is celebrated to stand still, reflect and internalise individual doing. Though not disclosed publicly, on this day of the victory of good over evil, people set goals to contribute to good cause.</i></p> <p>EVENTS <i>0730-0900 Recitation of holy verses and puja 0900-0930 Opening 0930-1000 Briefing - importance of Durga Puja 1000-1100 Spiritual song and dances 1100-1200 Prabachan 1200-1300 Break - networking, interaction and greetings 1300-1400 Bhajan and relaxation 1400-1500 Dances 1500-1530 Break - networking and interaction 1530-1630 Spiritual sermon 1630-1700 Evaluation, Feedback and Program Closure</i></p> <p>Attachments <input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope. <input type="checkbox"/> The following documents are attached relating to the Project or Event Scope: 1. 2. 3.</p>

Benefits and Outcomes of the Project or Event
<p>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:</p> <p><i>The project "Community Engagement and Spirituality through - DURGA PUJA" aims benefits at 2 levels:</i></p> <p>Primary: <i>1. To provide opportunity to elderly community members to promote their engagement, interaction and socialisation with the wider community 2. To address anxiety, depression and isolation of migrant communities through spirituality 3. To orient Australian born migrant children on diversity of spirituality and to enrich Australian culture</i></p> <p>Secondary: <i>The program is spiritual in nature. Participants tend to donate in kind as spiritual offerings and/or a small amount. With these types of donations accumulated over year, through various programs and activities, Punya Foundation Inc. sponsors education of children who lost at least one of their parents during the earthquakes of 2015 in Nepal. Also, the Foundation supports education of poor and vulnerable children in Ethiopia, Africa. Should the fund allow, the Foundation provides micro-finance projects to women and children victims of rape and domestic violence aiming at their empowerment to promote their living back to the society.</i></p>

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

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><i>The Foundation has been organising similar programs since its inception in 2010. The community members have always evaluated such programs high. They have commented such programs as supportive and empowering their social well-being. Given people of Bhutanese and Nepali origin believe in spirituality, Multicultural Spiritual programs are considered healing and health enhancing.</i></p> <p><i>Punya Foundation Inc. organises the program. However, it seeks help of various local registered and non registered for profit and not for profit community organisations. Bhutanese Australian Association of South Australia (BAASA) is helping the Foundation with volunteers, Bhutanese Ethnic School for promotion of the program, Bhajan and Kirtan Mandalis with their spiritual songs etc.</i></p> <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> <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><i>As mentioned above, the Foundation has been organising similar programs since 2010. The Board meeting of the Foundation reviews the programs, analyses the weaknesses and develops strategies to improve and further the program. With regards to sustainability, the Foundation reaches out to its well-wishers for their contribution. Also, the community is committed to give continuity of such programs.</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 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.

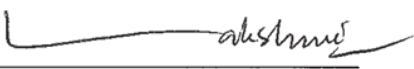
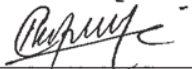
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.

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 Punya Foundation Inc (Group/Organisation)

Dr Lakshmi Prasad  Executive Director and MR TILCHAND SAPK  CEO
(Name/Position) (Name/Position)


(Signature 1) 
(Signature 2)

12/05/2019 12/05/2019
(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



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 type="checkbox"/>	<input checked="" 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.

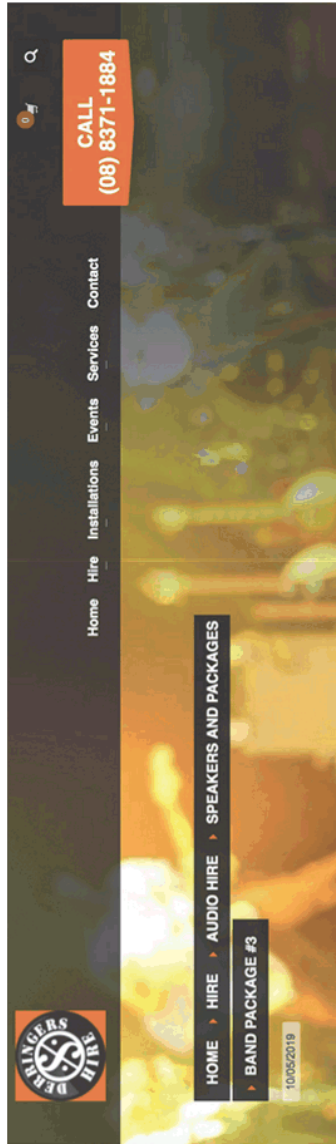
Punya Foundation Inc.
(Group/Organisation)

Dr Lakshmi Prasad Dhakal/Director
(Name/Position)


(Signature)

12/05/2019
(Date)

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



Band Package #3

\$264.00 / night

A band package perfect for duos, small bands, party's, front bar, small sized rooms. Suitable for 150 people.

Start

1 August, 2019

End

4 August, 2019

Clear dates

Total booking duration: 3 nights

\$792.00

HIRE PRODUCT SEARCH

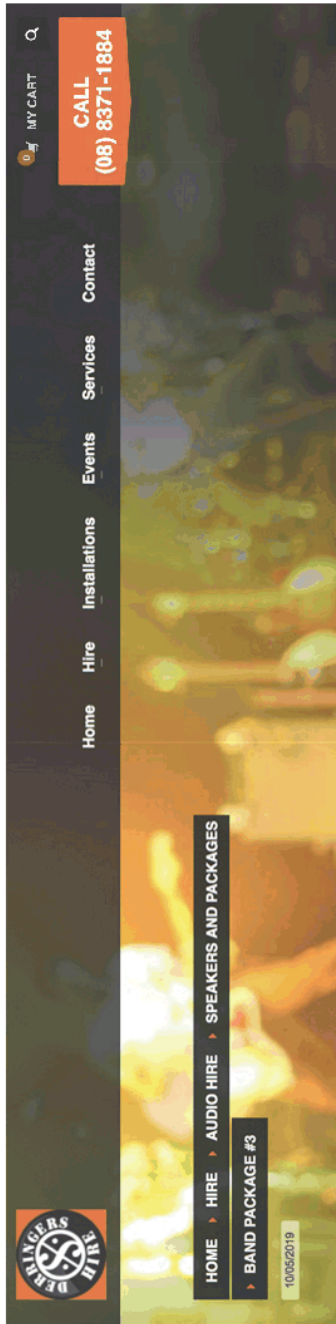
Search Products

PRODUCT CATEGORIES

- Audio Hire
- Battery Operated PA
- Microphones
- Mixing Consoles
- **Speakers and Packages**
- Wireless Microphones

Debaggers Hire © 2019
Debaggers Hire Pty Ltd 10/05/2019

Item 7.2.9 - Attachment 1 - 14/2019: Punya Foundation Inc. - Application



Band Package #3

\$264.00 / night

A band package perfect for duos, small bands, party's, front bar, small sized rooms. Suitable for 150 people.

Start

5 October, 2019

End

6 October, 2019

Clear dates

Total booking duration: 1 night

\$264.00

HIRE PRODUCT SEARCH

Search Products...

PRODUCT CATEGORIES

- Audio Hire
- Battery Operated PA
- Microphones
- Mixing Consoles
- **Speakers and Packages**
- Wireless Microphones
- Audio Visual Hire

Search for a product
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Free Metro Delivery on orders over \$55* Free 2 Hour Click & Collect on stocked items in-store# Price Beat Guarantee!

Home > Services > Print & Copy > Posters & Plans > Board Mounted Posters

Board Mounted Posters



Choose your options

Select a type:

Plan Print Poster Print

Select a material:

160gsm coated paper 200gsm satin paper Ez-Tac Self Adhesive

Select a board:

5mm Foamboard

Select a shape:

Standard Poster Sizes

Select a size:

A3 (297mm x 420mm)

Your chosen items:

Quantity

A3 (297mm x 420mm) on 160gsm coated paper on 5mm Foamboard

\$125.00

Upload Your Design

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Invitations

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Use One of Our Designs **Upload Your Design**

Single or Double Sided:
 Single Sided
 Double Sided

Select a material:
 300gsm linen paper - \$16.00


Select a size:
 DL (99mm x 210mm) - \$253.00
 A6 (105mm x 148mm) - \$237.00
 A5 (148mm x 210mm) - \$317.00

Envelopes:
 Yes, plain white envelopes
 Not required

Your chosen items:
 300 = \$2553.00
 DL (99mm x 210mm) on 300gsm linen paper
\$2553.00
Upload Your Design

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 Terms & Conditions

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2. Log In

3. Delivery

4. Payment

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Deliver to Door

Your order will be delivered to:
📍 **Elizabeth East, 5112**
[Change suburb](#)

Click & Collect

Your order will be collected from:
📍 **Elizabeth Officeworks**

Estimated delivery on Tuesday, May 14, 2019.



Certificate Frame A4 Black/Gold
LB90209932

- 40 +

\$298.40
(Unit Price: \$7.46)

[X Remove](#)

ORDER ID: 0274133
VAT: 1, GST: 0, Date: 1/1/2019

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Select a folded size:

DL

A5

A4

Fold Type:

C Fold Z Fold Half Fold

Select paper type:

150gsm Gloss Paper

Your chosen items:

500 = \$199.00

A5 on Half Fold with 150gsm Gloss Paper

\$199.00

Upload Your Design

Delivery
Estimated delivery in 4-10 business days *

Document ID: 201915
Version: 1.0 Date: 2019-07-02 09:00



QUOTE

ADDRESS
 PUNYA FOUNDATION
 AUSTRALIA
 12 HAROLD RD SALISBURY
 NORTH 5108

QUOTE NO. 1002
DATE 10/05/2019
EXPIRATION DATE 24/05/2019

SERVICE	DESCRIPTION	GST	QTY	RATE	AMOUNT
Services	INDIA GATE CLASSIC BASMATI 20 KG	GST free	3	76.00	228.00
Services	ATTA 10 KG	GST free	3	10.50	31.50
Services	SUNFLOWER OIL 20 LT	GST free	2	35.00	70.00
Services	DRINKING WATER 30 QTY	GST free	10	10.00	100.00
Services	COCACOLA CAN 36 PAC	GST free	2	30.00	60.00
Services	GULAB JAMUN 1 KG	GST free	10	9.99	99.90
Services	MILK CAKE 1 KG	GST free	10	9.99	99.90
Services	YOGHURT 5 KG	GST free	4	12.00	48.00
Services	SPICES	GST free	20	2.50	50.00
Services	LENTILS	GST free	5	3.00	15.00

THIS QUOTE IS VALID UNTIL 2 WEEKS.

INCLUDES GST TOTAL
 TOTAL

0.00

A\$802.30

BAS SUMMARY



QUOTE

ADDRESS
 PUNYA FOUNDATION
 AUSTRALIA

QUOTE NO. 1001
DATE 10/05/2019
EXPIRATION DATE 24/05/2019

SERVICE	DESCRIPTION	GST	QTY	RATE	AMOUNT
PRODUCTS	JAU (BARLEY)	GST free	20	2.50	50.00
PRODUCTS	JANAI(HOLI THREAD)	GST free	50	1.00	50.00
PRODUCTS	DIFFERENT COLORS	GST free	2	15.00	30.00
PRODUCTS	SESAME BLACK	GST	5	12.00	60.00
Services	DHOTI	GST free	8	30.00	240.00
Services	GAMCHHA	GST free	50	8.00	400.00
Services	TULSI MALA	GST free	5	10.00	50.00
Services	PUJA KAPADA	GST free	30	3.00	90.00

THIS QUOTATION IS VALID UNTIL 2 WEEKS.

INCLUDES GST TOTAL 5.45
 TOTAL **A\$970.00**

BAS SUMMARY

RATE	GST	NET
GST @ 0%	0.00	910.00
GST @ 10%	5.45	54.55

Accepted By

Accepted Date

RATE	GST	NET
GST @ 0%	0.00	802.30

Accepted By

Accepted Date

Original TAX INVOICE* / STATEMENT*
 *delete as appropriate

To LEXEMI Date 9/5/19
 [REDACTED]

ABN (of Recipient) [REDACTED]

From [REDACTED]

ABN (of Supplier) [REDACTED]

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
	HALL HIRE FOR 3 DAYS -			
	2/3/4/AUGUST 2019			
	\$660 PER DAY			
	TOTAL - \$1980			
	INC. G.S.T.			
	[REDACTED]			

034 TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

THURSDAY

Document Set ID: 4275195

Original TAX INVOICE* / STATEMENT*
*delete as appropriate

Date 10/5/19

To LEXEMI

ABN (of Recipient) [REDACTED] Order No. [REDACTED]

From [REDACTED]

ABN (of Supplier) [REDACTED]

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
	HALL HIRE			
	FOR 5 OF OCTOBER 2019			
	TOTAL	\$660		
	INC G.S.T.			

[REDACTED]

035 TOTAL INCLUSIVE OF G.S.T.

Total includes G.S.T. of

Document Set ID: 4275194

From: Punya Foundation [REDACTED]
Sent: Thursday, 30 May 2019 7:53:09 PM
To: City of Salisbury
CC: Punya Foundation Group
Subject: Re: Community Grants Program

Dear Sir/Madam,
Apologies for messing up the documents sent earlier.
I have attached herewith a quote for the Hall hire. Also, as advised, attached is the certified meeting minutes dated 12/05/2019 - please refer to agenda item 4.
Thanking you in advance

Kind regards,
Lakshmi

On Fri, May 17, 2019 at 3:07 PM Punya Foundation [REDACTED] wrote:

To
The Community Grants Program
City of Salisbury

Dear Sir/Madam
Please find attached herewith an application and associated documents for Community Grant Program.

Kind Regards,
Lakshmi

Dr Lakshmi Prasad Dhakal
MBBS, MD(UvA), MD (VU), FRACP, MPH
Founder Cum Executive Director
Punya Foundation Inc.



Email: [REDACTED]
Website: www.punyafoundation.org
Tel: [REDACTED]

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www.punyafoundation.org

Justice through Education & Empowerment

INTRODUCTION

Punya Foundation Incorporated is established in June 2010 and holds Australian Taxation Office tax-exempt status under Public Benevolent Institution Schedule: 4.1.1.1. It is registered in the USA and has a 501 (c) (3) status. Both in Nepal and in Canada, the Foundation is registered as a charity organization. Punya Foundation Inc. operates with a mission of "Justice through Education and Empowerment".

OBJECTIVES

- To contribute to the self-reliance and empowerment of vulnerable and underprivileged children through education.
- To institutionalise social justice and peace through organization of adult education, empowerment and relief programs to victims of social injustice, destitute, victims of trauma and violence and poor and widows.
- To assist in the successful integration of refugees and migrant communities through organisation of cultural activities, psychosocial support, career counselling and job-oriented training programs.
- To promote healthy living through health advocacy and organising outreach clinics.
- To mobilise resources and extend emergency assistance during natural disasters and calamities.

PROJECT DOMAINS

- Education and Scholarships – through mentoring and tuitions and provision of scholarships to orphan, poor and vulnerable children.
- Empowerment of women and children victims of rape and sexual assault through micro-finance projects.
- Health and Relief - through provision of counselling to victims of trauma and sexual violence, medical aids during emergencies and health projects.
- Community Engagement - to engage and help migrant population to integrate into the society organising sports and community-based activities and to contribute to the community.
- Culture and Spirituality – through organising cultural and spiritual programs to conserve and enrich local cultures and to promote multiculturalism.
- Publication – organising literary activities and publication of annual reports.

Incorporation Number: A40661

ABN: 32392287915

Bank details: [REDACTED]

Account No - [REDACTED]

Executive Committee Meeting Minutes

Date: 12 May 2019

Venue: [REDACTED] Salisbury North, South Australia

Time: 1530 ACST

Agenda

1. Updates –
 - Fund transfer, Healthy Mother Healthy Child Project
 - Fund raising dinner
 - Cairns +/- 5 Students
 - ACNC/ATO Update
 - Liability Insurance
 - Ongoing Projects
2. Bank Account
3. Grant Application
4. Fund transfer to Nepal for Education and Scholarship
5. Community Centre
6. Business uprising
7. Financial Status

Attendees:

Executive Committee Members

- Mr Til Chand Sapkota
- Mr Santi Ram Upadhaya Dhakal
- Dr Lakshmi Prasad Dhakal
- Mr Hari Prasad Pokhrel
- Mr Sanman Kafley
- Mr Prakash Dhamala
- Ms Chadra Subedi
- Mr J.N. Bhandari
- Mr Dom Kafley

Apologies:

- Mr Kashi Adhikari
- Mr Puskar Sharma Poudyal

Other attendees:

1. Mr Beda Gautam
2. Mr Keshab Bhandari
3. Mr Rupesh Gautam
4. Mr Hari Prasad Sharma
5. Ms Hema Nepal
6. Mr Chandra Chapagai

STATUTORY DECLARATION

I, SANTI RAM UPADHAYA DHAKAL
do solemnly and sincerely declare that this is a true copy of the document received from the issuing authority. And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1936*.
Declared at SALISBURY S.A.
on 13 MAY 2019 before me

Trevor James Fitzsimons
JP No. 12050

*A Justice of the Peace
for South Australia*

Reference: LD/20190512

Date: 12 May 2019

1



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- | | |
|------------------------------|------------------------|
| 7. Ms Sita Dulal | 13. Mr Hem Adhikari |
| 8. Mr Nar Bahadur Chamlagai | 14. Mr Madhu Khadka |
| 9. Mr Kopila Muni Dula | 15. Mr Dilli Ram Dahal |
| 10. Mr Dal Bir Acharya | 16. Mr Bhim Basnet |
| 11. Mr Dharmendhar Khatiwada | 17. Mr Ganga Khanal |
| 12. Mr Gobinda Bhattarai | 18. Mr Tara Basnet |
| | 19. Mr Bikash Dhamala |

1. Proceedings

- Meeting Chair: Mr Hari Poudyal, acknowledged the traditional custodians of the land and welcomed everybody
- Meeting Coordination: Mr Santi Ram Upadhaya Dhakal
- Meeting Minutes: Mr Santi Ram Upadhaya Dhakal
- Previous Meeting Minutes: Accepted as true by Mr Til Chand Sapkota and seconded by Mr Hari Pokhrel. Endorse by the team
- New Faces/Introduction: see list above
- Urgent/Acute issues: Nil

Agenda	Issues Discussed	Outcomes & Responsibilities	Urgent Yes/No	Time Line
1. Updates	[Redacted]			
	[Redacted]			
	[Redacted]			
	Hall for Durga Puja	Dr Dhakal updated that the hall has been booked for 5 October @ \$500	No	N/A
	Liability Insurance	Dr Dhakal updated that the Foundation is now insured for Public Liability @ \$552.86/Yr	No	N/A
	Ongoing Projects	See Agenda 6	No	N/A
2. Bank Account	[Redacted]			

Reference: LD/20190512

Date: 12 May 2019

2



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Bank details:

Account No -

5. Community Centre

[Redacted content for 5. Community Centre]

Reference: LD/20190512

Date: 12 May 2019



12 Harold Road
 Salisbury North 5108
 South Australia
 Phone No: +61-8-82851598
 Email: info@punyafoundation.org
www.punyafoundation.org

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	[REDACTED]	[REDACTED]		
6. Projects	Education	[REDACTED]		
	Empowerment	[REDACTED]		
	Culture/Spirituality	[REDACTED]		
	Health	[REDACTED]		
	Sports	[REDACTED]		
	Relief	[REDACTED]		
	Website	[REDACTED]		
7. Fund Raising Activities	Partnerships	[REDACTED]		
	- TT	[REDACTED]		
	- Salisbury Cleaning	[REDACTED]		
	- Spiritual Program	[REDACTED]		
8. Financial Status	[REDACTED]	[REDACTED]		
	[REDACTED]	[REDACTED]		
9. Upcoming New Business	Nil	N/A	N/A	N/A

Next Meeting

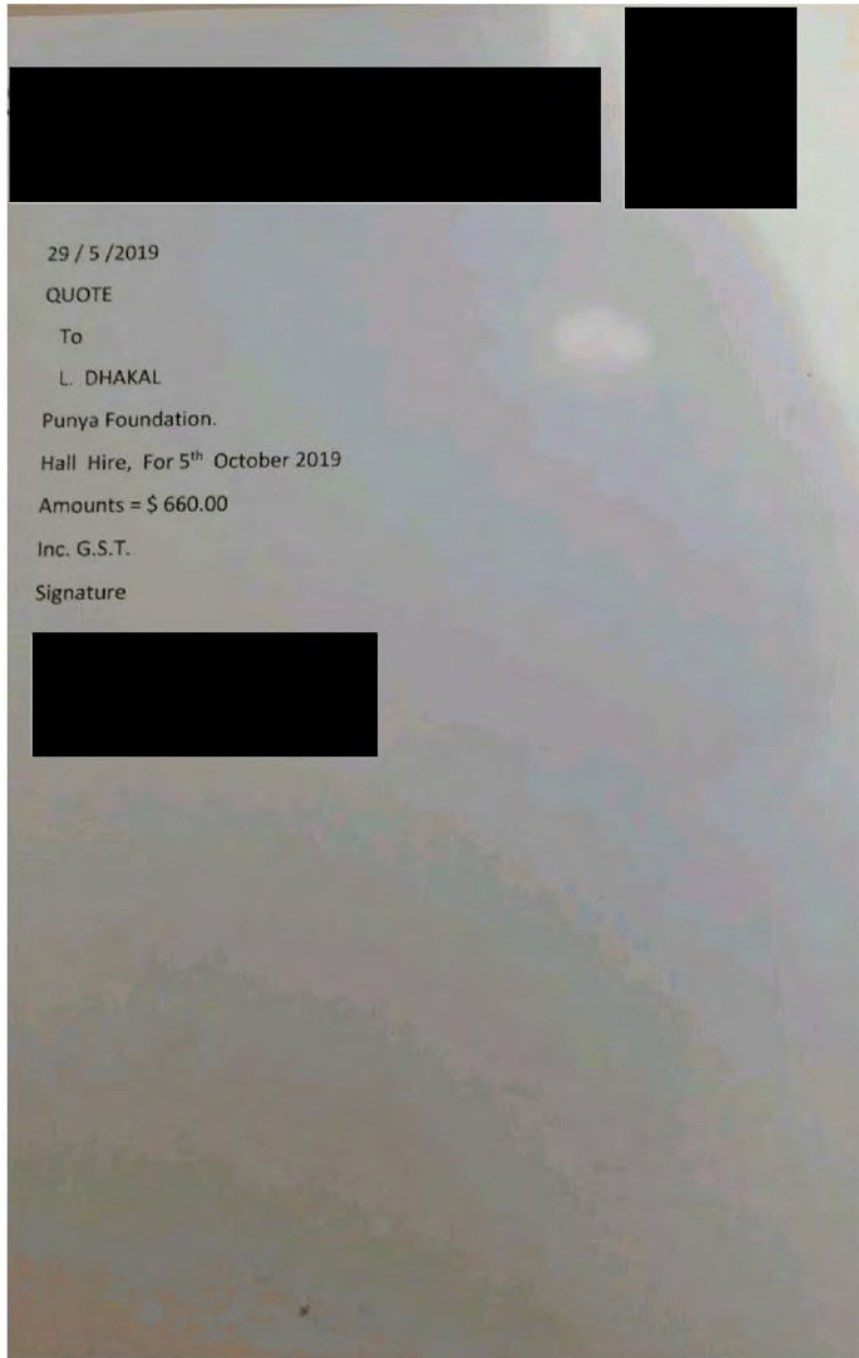
Meeting conveyor: Mr Tilchand Sapkota

Date: TBA

Venue: TBA

Reference: LD/20190512

Date: 12 May 2019



ITEM	7.2.10
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
HEADING	15/2019: Salisbury West Sports 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 Salisbury West Sports Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. 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 July 2019 round of Community Grants as follows:
 - a. 15/2019: Salisbury West Sports Club Inc. be awarded the amount of **\$2,000.00** to assist with the purchase of a **Defibrillator** for ongoing use as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 15/2019: Salisbury West Sports Club Inc. - Application
2. Salisbury West Sports Club Inc. - Additional Information

1. BACKGROUND

- 1.1 The Salisbury West Sports Club Inc. has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The Salisbury West Sports Club Inc. Application meets the eligibility criteria for consideration for the upper limit Community Grants Program funding under the Defibrillator category.

3. CONCLUSION / PROPOSAL

- 3.1 The Salisbury West Sports Club Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019



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:	Salisbury West Sports Club		
Address:	<i>Londonderry Avenue</i>		
Suburb:	Salisbury Postcode: 5108		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	<i>Mr Ms</i> Joanne Clark		
Title (your role with the group/organisation):	Secretary SWSC		
Address:	████████████████████		
Phone:	Landline: ██████████ Mobile: ████████		
Email:	████████████████████		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Other:</i> Joanne Clark		
Title (role with the group/organisation):	Secretary SWSC		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed:	Executive Board		
Is your organisation:			
a) Incorporated:	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> 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:	<i>N/A</i>		
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>	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)		
Parent Organisation			
Name:	<i>N/A</i>		
ASIC Registration Number:	<i>N/A</i>		

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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"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:	<i>NA</i>	
f) Purpose:	<i>NA</i>	
g) Other (please specify): <i>NA</i>	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>Salisbury West Sports Club</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:	Belinda Bannister	
Referee's Contact Information:	[REDACTED]	

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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> <u>6</u> <u>9</u> <u>1</u> <u>3</u> <u>1</u> <u>9</u> <u>1</u> <u>2</u> <u>9</u> <u>3</u> <u>3</u> <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"/> <i>(enter '0' dollar amounts below)</i>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	0
Organisation's contribution:	0
Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i>	0
Income received from sponsors: <i>(list sponsor(s) and their contribution)</i>	0
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	0
Have you sought any other funding for the project: <i>(please specify the source and amount of funding requested)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No \$ 0 0
TOTAL (including GST):	\$ 0
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	In kind hours in reaching and purchasing the Defibrillator.
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
Defibrillator and accessories bundle	\$ 2,010
TOTAL (including GST):	\$ 2,010

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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	Purchase of Defibrillator
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	to be purchased June /July 2019
Total cost of Project/Event	\$ 2,010
Amount of Community Grant Funding Requested	\$ 2,010
Is there any other information that you may feel is relevant to your application?	Work Safe SA recommend that all facilities that has large gatherings of people should have a Defibrillator "an automated defibrillator where there is a risk of electrocution or large numbers of members of the public are regularly in or around the workplace "In addition to this the SANFL has a policy requiring Clubs to have a Defibrillator on site <input type="checkbox"/> There are no relevant attachments. <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. Quote from St Johns 2.
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 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"/>

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Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i> We are seeking this grant to purchase a Defibrillator to be installed at the Sports club, making it available to any person on site should an emergency requiring it occur.</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> Providing a defibrillator for the use of the community in an emergency, this could save lives in the unfortunate event of an emergency. Also meeting WorkSafe SA and SANFL recommendations.</p>

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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><i>Salisbury West Sports Club and its sub clubs have over 400 registered players and members and regular games and events being held at the site. We also have many visitors to our club on a regular basis, who could benefit from the presence of a defibrillator. The assurance that a Defibrillator is on site gives peace of mind and also may save someone's life.</i></p> <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> <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>The Defibrillator will be installed in a location accessible at all times when the Club is open, as per the recommendation of the supplier and decision from the Executive Board. On going maintenance will be done at the responsibility of the Salisbury West Sports Club and associated sub clubs.</p>

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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 Salisbury West Sports Club (Group/Organisation)

<p style="text-align: center; color: red; font-weight: bold;">Joanne Clark / Secretary</p> <p style="text-align: center; color: red; font-size: small;">(Name/Position)</p> <p style="font-size: x-small; color: gray;">Digitally signed by Joanne Clark DN: cn=Joanne Clark, o, ou, email=jag.winedogs@bigpond.com, c=AU Date: 2019.05.29 09:13:07 +09'30'</p> <hr style="border: 0; border-top: 1px solid black;"/> <p style="color: red; font-size: small;">(Signature 1)</p>	and	<p style="text-align: center; color: black; font-weight: bold;">frank timpano / President</p> <p style="text-align: center; color: gray; font-size: small;">(Name/Position)</p> <div style="text-align: center;">  </div> <hr style="border: 0; border-top: 1px solid black;"/> <p style="color: gray; font-size: small;">(Signature 2)</p>
<p style="color: red; font-weight: bold;">27 May 2019</p> <hr style="border: 0; border-top: 1px solid black;"/> <p style="color: gray; font-size: small;">(Date)</p>		<p style="color: black; font-weight: bold;">27/5/19</p> <hr style="border: 0; border-top: 1px solid black;"/> <p style="color: gray; font-size: small;">(Date)</p>
<p style="color: red; font-size: small;">Contact (phone number):</p> <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>		<p style="color: gray; font-size: small;">Contact (phone number):</p> <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></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 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



QUOTATION

193460

Salisbury West Sports Club
Londonderry Ave
SALISBURY DOWNS SA 5108

PO NUMBER: Jo Clark

ITEM	DESCRIPTION	QTY	UNIT PRICE	EXT PRICE	GST	TOTAL PRICE
HSFR14	DEFIB PHILIPS HEARTSTART HS1	1	1,995.00	1,995.00		1,995.00
HSFR300	DEFIB CABINET WHITE - ALARMED	1		0.00		0.00
FAC605	DEFIB SIGN FIRST AID POLY 90 DEGREE	1		0.00		0.00
DRABC SIGN	POSTER A3 - DRSABCD ACTION PLAN	1		0.00		0.00
FR01	FREIGHT METRO	1	13.64	13.64	1.36	15.00
Total Quote				2,008.64	1.36	2,010.00

**Salisbury West Sports Club
Executive Meeting Minutes**

DATE: 08/05/2019

Meeting Facilitator: Paul Vella

Present: Jo, Ted and Belinda

Apologies: Frank, Deb

1. Welcome- Meeting opened at 6:10pm
2. Minutes of the previous meeting presented

Minutes were read but not accepted , to be accepted an the next meeting.

3. Business arising

- a. [REDACTED]
- b. [REDACTED]
- c. [REDACTED]
- d. [REDACTED]

[REDACTED]

[REDACTED]

- e. Defribulator- Jo has obtained information from David Ward and Chad Buchanen, there is a \$2000 Community grant with the council that can be used to purchase a Defib.

ACTION: Jo to go through application form and finalise with Belinda ready to submit- Approved

Meeting with Council Members- During discussions with Council members, they suggested that SWSC and sub clubs have a meeting n the next couple of months, with Chad and David to update how we are going and to see if there are any forms of assistance the council can give the Club moving forward.

ACTIONS: Jo to coordinate meeting for mid to end of June

[REDACTED]

[REDACTED]

[REDACTED]

4. Incoming Correspondence:

[REDACTED]

5. General Business

[REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

■ [REDACTED]

[REDACTED]

■ [REDACTED]

[REDACTED]

[REDACTED]

Meeting Closed: 8:30pm

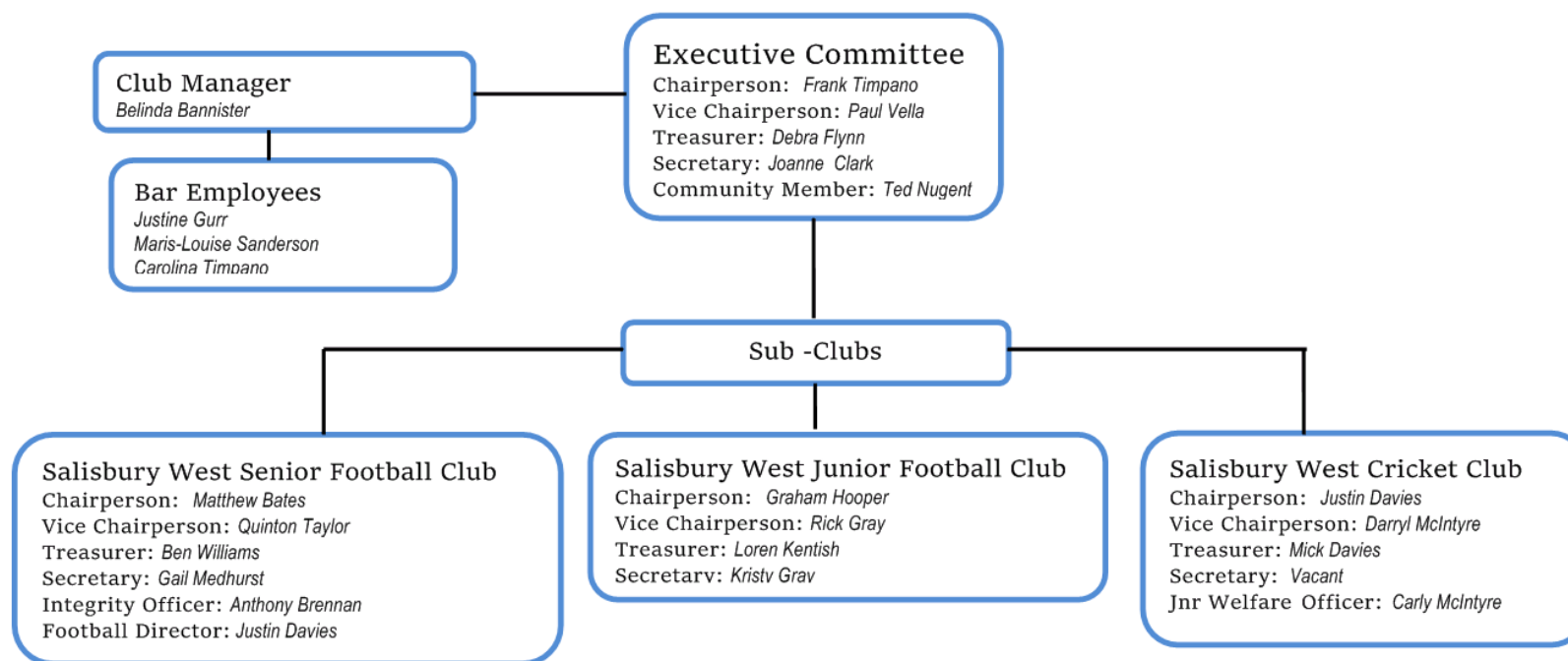
Next meeting : 6pm, June 12th



Salisbury West Sports Club Inc.
 Londonderry Ave Salisbury Downs - P.O. Box 2006 Salisbury Downs 5108
 Phone (08) 8258 2194 Fax (08) 8285 8105
 ABN: 69 131 912 933



Salisbury West Sports Club Inc. - Organisational Chart 2019



Salisbury West Sports Club -Organisational Chart

Version 1.1 Approved: 07/06/2019

Authorised by : SWSC Chairman:

SWSC Secretary:

ITEM	7.2.11
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	08 July 2019
HEADING	16/2019: Mawson Lakes Golf 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 Mawson Lakes Golf Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

RECOMMENDATION

1. 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 July 2019 round of Community Grants as follows:
 - a. 16/2019: Mawson Lakes Golf Club Inc. be awarded the amount of **\$5,000.00** to assist with the purchase of a **Closed Circuit Television System** for ongoing use as outlined in the Community Grant Application.

ATTACHMENTS

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

1. 16/2019: Mawson Lakes Golf Club Inc. - Community Grants Program Application

1. BACKGROUND

- 1.1 Mawson Lakes Golf Club Inc. received \$2,500 Community Grants Program funding in June 2017 to assist with the purchase of a PA System for ongoing use.

2. REPORT

- 2.1 The Mawson Lakes Golf Club Inc. Application meets the eligibility criteria for funding consideration for the upper limit Community Grants Program funding.
- 2.2 In considering this Application, it should be noted that the Mawson Lakes Golf Club Inc. premises are owned by the University of South Australia and not the club itself.

3. CONCLUSION / PROPOSAL

The Mawson Lakes Golf Club Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/07/2019

Item 7.2.11

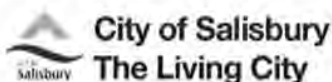


Community Grants Program

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 or Public Liability Insurance?	<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 (<i>with the exception of Defibrillator funding</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered **YES** to any of these questions, this application **may NOT be 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:	<i>Mawson Lakes Golf Club Incorporated</i>		
Address:	<i>Mawson Lakes Blvd</i>		
Suburb:	<i>Mawson Lakes</i> Postcode: <i>5095</i>		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	<i>Mr Shaun Ryan</i>		
Title (your role with the group/organisation):	<i>Grants Officer</i>		
Address:	<i>PO BOX 4 Salisbury South 5106</i>		
Phone:	Landline: Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Mr Peter Thomson</i>		
Title (role with the group/organisation):	<i>President</i>		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	<i>Committee</i>		
Is your organisation:			
a) Incorporated:	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input checked="" type="checkbox"/> <small>(go to question c)</small> </td> <td style="text-align: center;"> No <input type="checkbox"/> <small>(go to question b)</small> </td> </tr> </table>	Yes <input checked="" type="checkbox"/> <small>(go to question c)</small>	No <input type="checkbox"/> <small>(go to question b)</small>
Yes <input checked="" type="checkbox"/> <small>(go to question c)</small>	No <input type="checkbox"/> <small>(go to question b)</small>		
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>	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input type="checkbox"/> <small>(go to question c)</small> </td> <td style="text-align: center;"> No <input type="checkbox"/> <small>(go to question c)</small> </td> </tr> </table>	Yes <input type="checkbox"/> <small>(go to question c)</small>	No <input type="checkbox"/> <small>(go to question c)</small>
Yes <input type="checkbox"/> <small>(go to question c)</small>	No <input type="checkbox"/> <small>(go to question c)</small>		
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"/> <small>(go to question e & f)</small>	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>Mawson Lakes Golf Club</i> <small>*do not provide account or BSB numbers*</small>	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>Tony Zappia</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

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> <u>8 8 1 0 1 9 0 0 1 9 1</u> <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 checked="" type="checkbox"/>	No <input type="checkbox"/>
NB: GST Registration 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.		

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"/> <i>(enter '0' dollar amounts below)</i>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	
Organisation's contribution:	
Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i>	
Income received from sponsors: <i>(list sponsor(s) and their contribution)</i>	
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	
Have you sought any other funding for the project/event: <i>(please specify the source and amount of funding requested)</i>	<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.?	<i>The Club will pay the difference from within existing club funds</i>
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
<i>CCTV Cameras and system</i>	\$ 6,186
TOTAL (including GST):	\$ 6,186

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 <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	Install CCTV Cameras
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	One off - 1st August 2019
Total cost of Project/Event	\$ 6,186
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 type="checkbox"/>
Culture / Arts	<input type="checkbox"/>
Sport / Recreation	<input checked="" type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input type="checkbox"/>
Crime Prevention	<input checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	March 2017
What amount of Grant funding was provided:	\$ 2,500
When was the previous Grant acquitted (month & year):	October 2017
Group/Organisation Information	
Group/Organisation Name	Mawson Lakes Golf Club
Group/Organisation Description	Golf
Group/Organisation Registered Address	Number/Street: Mawson Lakes Boulevard Suburb: Mawson Lakes Postcode: 5095
Is the Club Incorporated?	Yes
Number of Members	176
% of Membership that reside in the City of Salisbury	90 %
Project/Event Details	
Project/Event Name	CCTV System
Project/Event Summary	CCTV System
Date(s) of Project/Event	Ongoing
Location of Project/Event:	Number/Street: Mawson Lakes Boulevard Suburb: Mawson Lakes Postcode: 5095
How will the Project/Event benefit the residents of the City of Salisbury?	Reduce break ins at the golf club
How many individuals will benefit from the Project/Event?	176 All members plus all local residents
% of project/event participants that reside in the City of Salisbury	90 %
If it is an Event, is it open to the public?	No
How will the Project/Event be promoted?	N/A

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

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>Install 7 CCTV cameras around the facility of the golf club, taking in equipment shed and the clubhouse</i></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> <p><i>The benefits will be the cameras will reduce the break ins and lower the cost of insurance to the Club. It will also reduce members and club equipment being stolen</i></p> <p><i>As a result of the reduced break ins it is envisaged that the crime element will no longer see the club as an easy target and therefore not come to the precinct, which should reduce further crime to local residents</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 10 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 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

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.

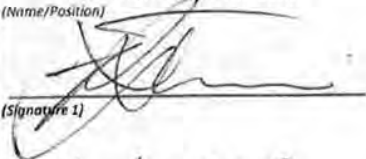
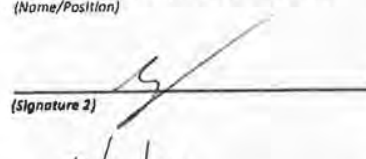
I acknowledge that the information provided in this application is true and correct.

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 Mawson Lakes Golf Club (Group/Organisation)

Peter Thomson / President <small>(Name/Position)</small>  <small>(Signature 1)</small> 4-6-2019. <small>(Date)</small> Contact (phone number): XXXXXXXXXX	and	Shaun Ryan / Grants Officer <small>(Name/Position)</small>  <small>(Signature 2)</small> 4/6/19 <small>(Date)</small> Contact (phone number): XXXXXXXXXX
--	-----	--

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



CUSTOMER QUOTATION NO. 519

Australian Classic Homes
 252 Magill Road
 Beulah Park SA 5067

Site: Mawson Lakes Golf Club
Site Address: 50 Mawson Lakes Boulevard
 Mawson Lakes SA 5095
Salesperson: [Redacted]
Date: 04/06/2019
Valid For: 30 Day(s)

CCTV Install

CCTV SYSTEM:

- For the supply, wiring and installation of:

- 1 x Hikvision 16 Channel IP NVR with 2TB HDD in office, including all ductwork required.
- 7 x Hikvision IP Turret external cameras
- 1 x Hikvision IP Bullet pole mounted camera
- 5 x Hikvision IP Turret internal cameras
- 7 x Mounting Brackets
- 1 x Pole mount bracket
- 2 x 24" Hi-Res Monitors, located in front bar area and office. (Both monitors to be wall mounted)
- 1 x HDMI over Cat6 Extender for bar monitor
- 1 x Setup for remote access on iPhone, etc

Note:

All cameras located as per plans provided.
 Setup requires either WAN static IP address or dynamic DNS pre-configured. If not extra charges may apply for setup and configuration.

QUALIFICATIONS:

We have made no allowance for the following:

- Any building works including but not limited to major penetrations, patching, making good or painting.
- Any work outside normal office hours.
- Any work with materials containing Asbestos that may be hazardous to the installer.

Thankyou for the opportunity to provide this quotation.	Sub-Total ex GST	\$4,967.58
	GST	\$496.76
	Total inc GST	\$5,464.34

Optional - Additional Store Camera

CCTV SYSTEM:

- For the supply, wiring and installation of:

- 1 x Hikvision internal camera, for store room

Sub-Total ex GST	\$225.53
GST	\$22.55



CUSTOMER QUOTATION NO. 519

Optional - Additional Store Camera

Total inc GST

\$248.08

Optional - Uninterruptible Power Supply

CCTV SYSTEM:

- For the supply, wiring and installation of:

1 x UPS 1400VA (Backup power supply)

- Ideal deterrent if an intruder tries to cut the power before entering premises, and also provides hardware protection against lightning and surge protection.

Sub-Total ex GST	\$430.11
GST	\$43.01
Total inc GST	\$473.12

TERMS AND CONDITIONS

VALIDITY PERIOD:

The above quotation is valid for 30 days, after this time we reserve the right to review and revise our price.

RETENTION OF MONIES:

Our offer is based on the assumption that no retention monies would be withheld on this project. Should retention be applied additional costs may be applicable.

TITLE OF DEEDS:

All materials installed remain the property of [REDACTED] until all invoices are paid in full.

QUALITY OF SERVICE:

We assure you of our close attention to detail at all times. We trust we have completed all details to your satisfaction, and if you require any further information please do not hesitate to contact us.

WARRANTY PERIOD:

Labour

[REDACTED] offers a 10 year guarantee on all workmanship.

If a product fails or is installed incorrectly due to our workmanship, [REDACTED] will gladly return and fix the identified faults at no charge to the client. However, if [REDACTED] is called back to repair workmanship and it is determined that the problem is not due to any fault in our workmanship full applicable charges will apply.

Notable exclusions from this 10 year guarantee include but are not limited to; damage or defects cause by general wear and tear, damage or defects caused by the failure to maintain any item or keep it in good working order, damage resulting from fire, freezing, storms, electrical surge (or malfunctions), lightning, earthquake, pest damage, or other unforeseen causes or accidents, damage from alterations, misuse, or abuse by any person, problems caused by lack of maintenance, any item installed, modified, altered or repaired by any other person than the contractor, and conditions resulting from condensation on, expansion of, or contraction of materials. All ELV/SELV garden / path / driveway lighting is excluded from this guarantee. All underground cabling systems within conduit or buried direct excluded from this guarantee.

Materials

[REDACTED] always aims to use the best materials available for the job at hand. In the event of unexpected material failure installed by [REDACTED] we will replace materials free of charge within the manufacturer's warranty period, usually for a period of twelve months following installation. [REDACTED] will not be responsible for the following; failure of any globes or batteries, any consequential loss incurred by the customer as a result of materials failure, any problems with customer supplied materials, any material which has been used at the specific request of the customer, against [REDACTED] recommendation, and latent product defects/problems that are not readily observable at the time of installation or initial stages of occupancy. This is to be read in conjunction with the exclusions listed under Clause 3.(b)

ACCEPTANCE OF TERMS AND CONDITIONS:

By accepting this quote (either verbally or in writing) I agree to the attached terms and conditions.

Regards,

[REDACTED]
Managing Directors

Terms & Conditions of Trade

*Definitions are in clause 21

1. FORMATION OF AGREEMENT**1.1 Acceptance of Quotation**

(a) The Customer must accept or reject a Quotation within thirty (30) days of its receipt. The Contractor may, at its option, extend this period by notification in writing to the Customer.

(b) The Customer may accept a Quotation by sending to the Contractor a letter acknowledging and agreeing to the terms of the Quotation (an "Order"), or if the Customer acknowledges the agreement by signing and returning a copy of the Quotation to the Contractor.

1.2 Withdrawing or revising a Quotation

The Contractor may, at its absolute discretion, and without incurring any liability to the Customer whatsoever, revise or withdraw the Quotation at any time before communication by the Customer to the Contractor of its acceptance of the Quotation in writing.

1.3 Formation of Contract

The parties will be deemed to have formed a Contract upon the communication by the Customer to the Contractor of its acceptance of the Quotation in writing. In the event the Customer provides the Contractor with a written Order, such Order is subject to these terms and conditions of quotation and any other terms and conditions agreed by the parties in writing to become part of the Contract.

2. DUTIES OF THE CONTRACTOR

(a) The Contractor must carry out and complete the Works in the best trade practice and professional manner and in compliance with the terms and provisions of the Contract Documents by the Completion Date.

(b) The Contractor may employ its Servants or any third party for the purpose of completing the Works provided such person(s) are careful, skilled and experienced in their respective trades or occupations. The Contractor will be solely responsible for any and all payments to any Servant or third party for that part of the Works performed by it.

3. CONTRACTOR'S WARRANTY

(a) The Contractor warrants that:

(i) all materials to be supplied for use in the Works; (A) will be good and, having regard to the generally accepted practices or standards applied in the building industry for the materials or the specifications, instructions or recommendations of manufacturers or suppliers of the materials, will be suitable for the purpose for which they are used and;

(B) unless otherwise stated, are new;

(ii) the Works will be carried out:

(A) in accordance with all relevant laws and legal requirements; and

(B) in an appropriate and skilful way;

(iii) if applicable, the Provisional Sum has been calculated with reasonable care and skill, having regard to all the information reasonably available when the Contract is entered into (including information about the nature and location of the Site); and

(iv) at all times during the currency of the Contract it will hold all licenses required to carry out and complete the Works.

(b) The Contractor does not warrant the quality or performance of any Electrical Article supplied or installed by the Contractor. It is the Customer's responsibility to establish the warranty relationship with the manufacturer by ensuring that warranty cards or other registration requirements of the manufacturer of any Electrical Article supplied or installed by the Contractor are complied with.

4. VARIATIONS

(a) Any person seeking a variation to the Contract shall notify the other party in writing, setting out in full the details of the required changes to the Works.

(b) A variation document will be prepared by the Contractor which must:

(i) be in writing and signed by both the Customer and the Contractor;

(ii) state the scope of the Works which is the subject of the Variation;

(iii) where the variation is sought by the Contractor, state the reason for the Variation

(iv) the change in the Price by reason of the Variation, or where it is not practicable for the parties to state

the change in the Price by reason of the Variation, or where no agreement is reached by the Customer and the Contractor as to the value of the variations, then:

(A) additions shall be charged at cost (exclusive of GST) plus 10%, plus any and all GST payable with respect to the addition; and

(B) deletions are to be charged at cost, plus any and all GST payable with respect to the deletion and the Price is to be adjusted accordingly at the next payment made after the commencement of the Works the subject of the Variation; and

(v) state the revised Completion Date (if applicable and practicable).

(c) No Variation will be preferred until written authorisation has been received from the Customer.

5. PROGRESS PAYMENTS**5.1 Deposit**

The Customer shall pay to the Contractor the Deposit stated in the Quotation upon the signing or acceptance of the Quotation.

5.2 Progress Payments

The Contractor shall submit to the Customer written requests for progress payments upon completion of each stage of the Works which shall be in the form of a proper and valid Tax Invoice, in accordance with the GST Act the SOPA, and consist of:

(a) the percentage of the Price applicable to that stage as stated in the Quotation; and

(b) any other amounts then payable to the Contractor under the Contract.

The Customer must pay the Contractor progress payments in accordance with the written claims supplied by the Contractor within seven (7) days of submission of the progress claim in the form of a proper and valid Tax Invoice by the Contractor. Should the Customer neglect or refuse to pay the amount of any progress payment by the due date, then the Contractor may, at its option, with or without notice to the Customer, suspend performance of the Works until such payment has been received in full.

6. INCREASED COSTS

If, after 30 days from the Customer's acceptance of the Quotation, the Contractor's costs in connection with the Contract are increased as a result of the introduction of new, or changes to existing, government taxes or charges or Prime Cost Items or Provisional Sums then the Price shall be increased to reflect such changes and the Customer shall pay the increased Price to the Contractor in accordance with the provisions of Clause 7.

7. RISK & OWNERSHIP

Risk of loss, damage or destruction to the materials, equipment and Electrical Article or any part thereof shall pass to the Customer on installation.

In connection with the materials, equipment and Electrical Article while they remain the property of the Contractor, the Customer agrees with the Contractor that:

(a) The Customer has no right or claim to any interest in the materials to secure any liquidated or unliquidated debt or obligation the Contractor owes to the Customer;

(b) The Customer cannot claim any lien over the materials;

(c) The Customer will not create any absolute or defeasible interest in the materials in relation to any third party except as may be authorised by the Contractor;

(d) where the Customer is in actual or constructive possession of the materials the Customer will not deliver them or any document of title to the materials to any person except as directed by the Contractor; and

(e) it is in possession of the materials as a bailee of those materials and owes the Contractor the duties and liabilities of a bailee.

In connection with the materials, the Contractor states to the Customer that:

(f) the Contractor has the right to supply the materials to the Customer;

(g) the activities of the Contractor in supplying the materials do not infringe the rights of the owner of the materials (where the Contractor is not the owner of the materials);

(h) if the materials are not owned by the Contractor, that the Contractor is authorised to supply the materials to the Customer;

The Contractor and the Customer agree that: (i) the property of the Contractor in the materials remains with the Contractor until the Contractor has received payment in full of the Price and any other monies due to the Contractor under these Terms & Conditions or any

Contract between the parties;

(j) the Customer is a bailee of the materials until such time as property in them passes to the Customer and that such bailment continues until the Price of the Contract has been paid in full;

(k) pending payment in full of the Price under the Contract, the Customer:

(i) must not supply any of the materials to any person;

(ii) must not allow any person to have or acquire any security interest in the materials;

(iii) must insure the materials for their full insurable or replacement value (whichever is the higher) with any insurer licenced or authorised to conduct the business of insurance in the place where the Customer carries on business; and

(iv) must not remove, deface or obliterate any identifying plate, mark or number on any of the materials, if the Customer supplies any of the materials to any person before all moneys payable by the Customer have been paid to the Contractor (and have not been claimed or clawed-back by any person standing in the place of or representing the Customer), the Customer agrees that:

(f) it holds the proceeds of re-supply of the materials on trust for and as agent for the Contractor immediately when they are receivable or received;

(m) it must either pay the amount of the proceeds of re-supply to the seller immediately when they are received or pay those proceeds into an account with a bank or financial institution or deposit-taking institution as trustee for the Contractor;

(n) any accessory or item which accedes to any of the materials by an act of the Customer or of any person at the direction or request of the Customer becomes and remains the property of the Contractor until the Contractor is paid in accordance with clause 6 when the property in the materials (including the accessory) passes to the Customer;

(o) if the Customer fails to pay the Price within the period as stated in the Contract, the Contractor may recover possession of the materials at any site owned, possessed or controlled by the Customer and the Customer agrees that the Contractor has an irrevocable licence to do so and to dispose of the equipment to recover costs if the Customer breaches these Terms & Conditions or any Contract between the parties.

8. EXTENSION OF TIME**8.1 Access**

The Contractor's Quotation is based on a continuous work programme, unless otherwise stated. If the Customer or any other third party causes the Works to be delayed or delays are caused by any of the events in clause 10, then the performance of the Contractor's obligations under these Terms & Conditions or any Contract between the parties shall be suspended for the period of such delay and the Completion Date shall be extended accordingly.

8.2 Costs of delay

Where the Contractor has been granted an extension of time under this clause, the Customer shall pay to the Contractor such extra costs as are necessarily incurred by the Contractor by reason of the delay.

9. EXCEPTED RISKS

The Contractor shall not be liable for any delay or failure to perform its obligations under these Terms & Conditions or any Contract between the parties if such failure or delay results directly or indirectly from any cause, matter or thing beyond the reasonable control of the Contractor, including but not limited to:

(a) any act, default or omission on the part of the Customer, its employees and or agents; or

(b) any events occurring on or before Completion Date including but not limited to:-

(i) damage by fire, explosion, earthquake, lightning, storm, flood, acts of God, civil or military authority, public enemy, war, civil commotion, strikes, labour disputes or industrial conditions;

(ii) electric power supply failure;

(iii) inclement weather;

(iv) unavailability of suitable materials or parts;

(v) failure of transportation affecting the Contractor, its supplier or any other person company or firm;

(vi) latent conditions;

(vii) variations directed by the customer;

(viii) changes in the law; or

(ix) directions or delays by municipal, public or statutory authorities.


10. PRACTICAL COMPLETION**10.1 Practical Completion**

The Contractor shall complete the Works to Practical Completion in accordance with these Terms & Conditions and the Contract on or before the Completion Date (as amended or varied by these Terms & Conditions).

10.2 Notice to be given

When, in the opinion of the Contractor, the Works have been completed to a stage of Practical Completion, the Contractor may give the Customer a Notice of Practical Completion. Within five (5) days after receipt of such notice, the Customer, if not satisfied that the Works are

Item 7.2.11 - Attachment 1 - 16/2019: Mawson Lakes Golf Club Inc. - Community Grants Program Application

 BOARD OF MANAGEMENT MEETING Meeting Minutes from the meeting held on: Tuesday, 26 March 2019 Time : 7:00 pm		ATTENDEES <table border="1"> <tr> <td>Herb Clark</td> <td>Present</td> <td>Peter Thomson</td> <td>Present</td> </tr> <tr> <td>Andrew Ryder</td> <td>Present</td> <td>Pam Polkinghorne</td> <td>Present</td> </tr> <tr> <td>Geoff Nunn</td> <td>Present</td> <td>Julie Ryan</td> <td>Resigned</td> </tr> <tr> <td>Ray Harris</td> <td>Present</td> <td></td> <td></td> </tr> <tr> <td>Brett Strickland</td> <td>Apology</td> <td></td> <td></td> </tr> </table>										Herb Clark	Present	Peter Thomson	Present	Andrew Ryder	Present	Pam Polkinghorne	Present	Geoff Nunn	Present	Julie Ryan	Resigned	Ray Harris	Present			Brett Strickland	Apology		
Herb Clark	Present	Peter Thomson	Present																												
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Item Number	Type	Specific Action /Review	Responsible Person (s)	Start Date	Target Date	% Completed	Action Completion										Status														
11		PRESIDENT'S REPORT - Report by: Peter Thomson																													
11.1	Topic:	[REDACTED]																													
11.1	Action:	[REDACTED]	Board of Management			0	0	10	20	30	40	50	60	70	80	90	100														
11.2	Topic:	Peter Thomson spoke about requiring grants as there are \$2,500.00 and \$5,000.00 facility grants available. We wish to make application to install camera's inside and outside of clubrooms to allow for security purposes and upgrade sprinkler wiring system on 1st, 7th and 8th fairways, tees and greens as these are on an old system. The 2 wire system would allow the whole course to be automated. LCS to quote on sprinkler works to be carried out.																													
11.2	Action:	The committee approves for an application to the City of Salisbury for a grant of \$2,500 for purchasing surveillance cameras at the Club. Motion proposed by Pam Polkinghorne and seconded by Geoff Nunn. Carried.	Peter Thomson	26-Mar-19	05-Apr-19	50%	0	10	20	30	40	50	60	70	80	90	100														
11.2	Action:	The committee approves for an application to upgrade the irrigation on 1st, 7th and 8th fairways, tees and greens to a 2 wire system. Motion proposed by Geoff Nunn and seconded by Herb Clark. Carried.	Peter Thomson	26-Mar-19	12-Apr-19	50%	0	10	20	30	40	50	60	70	80	90	100														
11.3	Topic:	[REDACTED]																													
11.3	Action:	[REDACTED]	Peter Thomson	26-Mar-19	05-Apr-19	80%	0	10	20	30	40	50	60	70	80	90	100														
11.4	Item:	Moved GN seconded RH																													