



AGENDA

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

11 NOVEMBER 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 14 October 2019.

REPORTS

Administration

7.0.1	Future Reports for the Sport, Recreation and Grants Committee	9
-------	---	---

Community Grants

7.2.1	Youth Sponsorship Applications - October 2019.....	11
7.2.2	Community Grants Program Applications for November 2019	15
7.2.3	20/2019: Grace for All Nations Church Inc. - Community Grants Program Application	45
7.2.4	21/2019: Meals on Wheels (SA) Inc. - Community Grants Program Application	77
7.2.5	25/2019: Uniting In Care Salisbury Inc. - Community Grants Program Application	93
7.2.6	26/2019: One Life Community Assist Limited - Community Grants Program Application	111
7.2.7	27/2019: Victory Church International Limited - Community Grants Program Application	133
7.2.8	31/2019: Scodes Volunteer and Training Services Pty Ltd - Community Grants Program Application.....	155
7.2.9	32/2019: Pacific Islands Council of South Australia Inc. - Community Grants Program Application.....	175
7.2.10	34/2019: Uniting Church in Australia Salisbury - Community Grants Program Application	227
7.2.11	24/2019: Pooraka Football Club Inc.- Community Grants Program Application (Re-Assessed).....	249
7.2.12	Minor Capital Works Grant Program - November Allocations	275
7.2.13	Minor Capital Works Grant Program - Para Hills Bowling Club - Application	277
7.2.14	Minor Capital Works Grant Program - Riding for the Disabled Association SA Incorporated	287
7.2.15	Community Event Sponsorship Program	327

OTHER BUSINESS

CLOSE



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

14 OCTOBER 2019

MEMBERS PRESENT

Cr A Duncan (Chairman)
Cr L Braun
Cr C Buchanan (Deputy Chairman)
Cr N Henningsen
Cr S Ouk
Cr S Reardon

OBSERVERS

Cr K Grenfell
Cr P Jensen

STAFF

Acting Chief Executive Officer, Mr C Mansueto
General Manager Community Development, Ms P Webb
Manager Governance, Mr M Petrovski

The meeting commenced at 6.33 pm.

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

APOLOGIES

Apologies were received from Mayor G Aldridge and Cr D Hood.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr L Braun
Seconded Cr S Reardon

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 09 September 2019, be taken and read as confirmed.

CARRIED

REPORTS

Administration

7.0.1 Future Reports for the Sport, Recreation and Grants Committee

Moved Cr N Henningsen
Seconded Cr L Braun

1. The information be received.

CARRIED

Community Grants

7.2.1 Youth Sponsorship Applications - September 2019

Moved Cr C Buchanan
Seconded Cr S Ouk

1. The information be received.

CARRIED

Consideration of Item 7.2.4 Next on the Agenda

Moved Cr L Braun
Seconded Cr C Buchanan

1. That Item 7.2.4 be considered next on the agenda.

CARRIED

7.2.4 24/2019: Pooraka Football Club Inc.- Community Grants Program Application

Moved Cr C Buchanan
Seconded Cr L Braun

1. The information be received and noted.

CARRIED

7.2.2 Community Grants Program Applications for October 2019

Moved Cr C Buchanan
Seconded Cr L Braun

1. The information be received and noted.

CARRIED

7.2.3 18/2019: Salisbury Sharks Golf and Social Club Inc. - Community Grants Program Application

Moved Cr C Buchanan
 Seconded Cr S Reardon

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 October 2019 round of Community Grants as follows:
 - a. 14/2019: Salisbury Sharks Golf and Social Club Inc. be awarded the amount of **\$3,540.00** to assist with the purchase of **chairs, trestle tables, pie warmer, wine barrels and gas heaters** for ongoing use as outlined in the Community Grant Application and additional information.

CARRIED

7.2.5 28/2019: Brahma United Netball Club Inc. - Community Grants Program Application

Moved Cr A Duncan
 Seconded Cr C Buchanan

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 October 2019 round of Community Grants as follows:
 - a. 28/2019: Brahma United Netball Club Inc. be awarded the amount of **\$5,000.00** to assist with the purchase of a **marquee and frame, gas bottle, netball uniforms, netball equipment, Santa suit and catering for the Brahma United Community Christmas Party and Merchandise event** as outlined in the Community Grant Application and additional information.

CARRIED

7.2.6 29/2019: Islamic Community Australia Inc. - Community Grants Program Application

Moved Cr C Buchanan
 Seconded Cr N Henningsen

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 October 2019 round of Community Grants as follows:
 - a. 29/2019: Islamic Community Australia Inc. be awarded the amount of **\$3,080.00** to assist with the purchase of **hall hire (exclusive of bond) for the Australian Turkic Festival 2019** event as outlined in the Community Grant Application and additional information.

CARRIED

7.2.7 Minor Capital Works Grants Program - Woodworkers Shed Northern Districts (SA) - Application

Moved Cr L Braun
 Seconded Cr N Henningsen

1. The report be received.
2. In accordance with the delegated power 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 Woodworkers Shed Northern Districts (SA) Inc.: an amount of \$17,508 for the installation of walkway and building entry shelter roofing at Happy Home Reserve, noting that any additional costs are to be funded by the Woodworkers Shed Northern Districts (SA) Inc. or external grant programs, as per the funding agreement.

CARRIED

OTHER BUSINESS

SRG-OB1 Pooraka Football Club

Moved Cr C Buchanan
 Seconded Cr L Braun

1. The administration hold further discussions with the Pooraka Football Club regarding their application for funding assistance for expenses incurred, for appropriate supporting documentation, and that a further report be provided to the next meeting of this Committee.

CARRIED

The meeting closed at 7.08 pm.

CHAIRMAN.....

DATE.....

ITEM	7.0.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 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.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 A list of resolutions requiring a future report to Council is presented to each sub committee and standing committee for noting.
- 1.2 If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

2. CONSULTATION / COMMUNICATION

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

3. REPORT

- 3.1 At the time of preparing this report, there are currently no resolutions of Council requiring a further report to be presented to the Sport, Recreation and Grants Committee.

4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Sport, Recreation and Grants Committee have been reviewed and at this point in time there are none that require a subsequent report to be presented.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

ITEM	7.2.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	Youth Sponsorship Applications - October 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.
SUMMARY	This report outlines the Youth Sponsorship Applications assessed in September 2019.

RECOMMENDATION

1. 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 October 2019.

Funding per application	Event	Total Funding
12 @ \$250	12 applications have been received to represent South Australia at the All Star National Cheerleading and Dance Championships to be held in Melbourne, Victoria in November.	\$3,000
1 @ \$1,000	One application has been received to represent Australia at the All Star International Cheerleading and Dance Championships to be held in Palm Springs, California USA in February.	\$1,000
4 @ \$250	Four applications have been received to represent South Australia at the SA Crowns Junior Indoor Netball National Championships to be held in Toowoomba ,Queensland in November.	\$1,000
1 @ \$250	One application has been received to represent South Australia at the 12 and Under Girls School Sports Soccer Championships to be held in Canberra in August.	\$250
1 @ \$250	One application has been received to represent South Australia at the Under 13 Boys National Hockey Competition to be held in Tasmania, Hobart in October.	\$250
1 @ \$500	One application has been received to represent Australia at the international School Tournament of the Minds Contest to be held in Tasmania, Hobart in October.	\$500
1 @ \$500	One application has been received to represent Australia at the International Bulgarian Cultural Festival and dance event to be held in Melbourne, Victoria in October.	\$500
1 @ \$1,000	One application has been received to represent Australia at the 27th FIG Trampoline Gymnastics World Age Group Competitions to be held in Japan in December 2019.	\$1,000
Total Funding for October 2019:		\$7,500.00

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

- 3.2.1 One application was received to be a Training Partner with the South Australian team who will be competing at the Junior Netball National Championships however the application is not eligible as the applicant has not been selected to represent South Australia at this stage.

4. CONCLUSION / PROPOSAL

- 4.1 The 2019/20 Youth Sponsorship budget allocation is \$45,000, less expenditure to date of \$21,875 (including October applications) which leaves a balance remaining of \$23,125.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

ITEM	7.2.2
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	Community Grants Program Applications for November 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 November 2019 round. Eight applications are submitted for consideration by the Sport, Recreation and Grants Committee in an individual report. One application is ineligible and 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 Five (5) applications were received for the November 2019 round of Community Grants of which two (2) are submitted for consideration, two (2) are waiting for further information and one (1) is deemed ineligible.
- 1.2 One (1) application received for the September 2019 round of Community Grants required further information. The information has been received and the application is submitted for consideration¹.
- 1.3 One (1) application received for the September 2019 round of Community Grants was not eligible at that time and is submitted for consideration².
- 1.4 Two (2) applications received for the October 2019 round of Community Grants were not eligible at that time and are submitted for consideration³.
- 1.5 One (1) application received for the October 2019 round of Community Grants required further information. The information has been received and the application is submitted for consideration⁴.

- 1.6 One (1) application received for the October 2019 round of Community Grants was deemed ineligible and submitted to the Sport, Recreation and Grants Committee for information. The Committee requested further assessment and the application is submitted for consideration.

2. REPORT

- 2.1 Seven (7) applications are presented for the November 2019 round of Community Grants for consideration, all of which are deemed compliant and listed below:
- 2.1.1 20/2019: Grace for All Nations Church Inc.¹
Agenda item 7.2.3; Sport, Recreation and Grants Committee; 11/11/2019
 - 2.1.2 21/2019: Meals on Wheels (SA) Inc.²
Agenda item 7.2.4; Sport, Recreation and Grants Committee; 11/11/2019
 - 2.1.3 25/2019: Uniting In Care Salisbury Inc.³
Agenda item 7.2.5; Sport, Recreation and Grants Committee; 11/11/2019
 - 2.1.4 26/2019: One Life Community Assist Limited³
Agenda item 7.2.6; Sport, Recreation and Grants Committee; 11/11/2019
 - 2.1.5 27/2019: Victory Church International Limited⁴
Agenda item 7.2.7; Sport, Recreation and Grants Committee; 11/11/2019
 - 2.1.6 32/2019: Pacific Islands Council of South Australia Inc.
Agenda item 7.2.9; Sport, Recreation and Grants Committee; 11/11/2019
 - 2.1.7 34/2019: Uniting Church in Australia Salisbury
Agenda item 7.2.10; Sport, Recreation and Grants Committee; 11/11/2019
- 2.2 One (1) application received for the October 2019 round of Community Grants was deemed ineligible in accordance with the Guidelines and Eligibility Criteria section 8 and submitted to the Sport, Recreation and Grants Committee for information. The Committee has requested further assessment and the application is submitted for consideration.
- 2.2.1 24/2019: Pooraka Football Club Inc.
Agenda item 7.2.11; Sport, Recreation and Grants Committee; 11/11/2019
- 2.3 Two (2) applications received for the November 2019 round of Community Grants require further information and will be submitted for consideration once the information has been received:
- 2.3.1 30/2019: Acholi Owinykibul and Opari Club Inc.
 - 2.3.2 34/2019: Salisbury Parish Multicultural Carnival Committee [Salisbury Catholic Church]
- 2.4 One (1) application received for the November 2019 round of Community Grants is presented for information. The application is deemed ineligible in accordance with the Guidelines and Eligibility Criteria section 8, and is listed below:
- 2.4.1 31/2019: Scodes Volunteer and Training Services Pty Ltd
Agenda item 7.2.8; Sport, Recreation and Grants Committee; 11/11/2019

- 2.5 The Community Grant Funding budget allocation for 2019/2020 is \$82,000.
- 2.6 The monies committed to the seven (7) compliant applications for the November 2019 round, if all approved, is **\$26,416.00**.
- 2.7 The remaining balance of the grant funding if all seven (7) applications are approved is **\$18,679.00**.

3. CONCLUSION / PROPOSAL

- 3.1 Eight (8) Community Grants Program applications are presented for funding consideration at the Sport, Recreation and Grants Committee meeting in November 2019.
- 3.2 Two (2) Community Grants Program Applications require 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: 05/11/2019

Effective 01 September 2019



Community Grants Program

Guidelines and Eligibility Criteria



live it up

Contents

1.	Introduction	3
2.	Submitting an Application	4
3.	Community Grants Program Aim and Objectives	5
4.	Funding Rounds Opening and Closing Dates.....	5
5.	Community Grants Program Categories	5
6.	Types of Community Grants and Amount of Funding	6
7.	Eligible Areas.....	6
8.	Eligibility to Apply	7
9.	Eligible Items.....	9
10.	Ineligible Items	9
11.	Application Process.....	11
12.	Funding Criteria.....	12
13.	Community Grant Application	13
14.	Referees	14
15.	Financial Information	14
16.	Application Outcome	14
17.	Expenditure of Community Grants Program Funds	15
18.	Goods and Services Tax (GST).....	16
19.	Presentation of Community Grants Program Cheques.....	16
20.	Accountability and Reporting Requirements.....	16
21.	Repayment of Community Grant	17
	ATTACHMENT A – Community Grants Program Documents.....	18
	ATTACHMENT B – Likely Funded Project and Event Examples	19
	ATTACHMENT C – Unlikely Funded Project and Event Examples	20
	ATTACHMENT D - Project Evaluation Requirements	21
	ATTACHMENT E – Frequently Asked Questions	22

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 (*conditions apply*)
- 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. The following conditions apply for Defibrillator funding:
- Active recreation or sport clubs or community organisations whose purpose is the delivery of active recreation or sport programs and services in South Australia must apply for defibrillator funding through The Office of Recreation, Sport and Racing's Active Club Program – Program and Equipment funding category;
 - Applications that are unsuccessful through the Active Club Program may be considered by the City of Salisbury Community Grants Program. Evidence that the application was unsuccessful with the Active Club Program must be provided with the Application;
 - Applications that do not meet the Active Club Program criteria may be considered by the City of Salisbury Community Grants Program providing the Application meets the Community Grants Program Guidelines and Eligibility Criteria. Information must be provided in the Application advising the reason(s) that the organisation does not meet the criteria for funding through the Active Club Program.

Applicants are encouraged to contact the Community Grants Program to discuss the process for defibrillator funding prior to submitting an application.

Community Grants Program Guidelines and Eligibility Criteria - Page 8 of 18

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.

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, nor, for organisations that are eligible for The Office of Recreation, Sport and Racing's Active Club Program – Program and Equipment funding (unless unsuccessful).

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 (*subject to conditions outlined in section 8.4*).

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	7.2.3		
	SPORT, RECREATION AND GRANTS COMMITTEE		
DATE	11 November 2019		
PREV REFS	Sport, Recreation and Grants Committee	7.2.2	09/09/2019
HEADING	20/2019: Grace for All Nations Church 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 Grace for All Nations Church 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 October 2019 round of Community Grants as follows:
 - a. 20/2019: Grace for All Nations Church Inc. be awarded the amount of **\$3,546.00** to assist with the purchase of **audio equipment and interface 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. 20/2019: Grace for All Nations Church Inc. - Application
2. 20/2019: Grace for All Nations Church Inc. - Additional Information

1. BACKGROUND

- 1.1 The Grace for All Nations Church Inc. Application was received for the September 2019 round of Community Grants. The Application was incomplete and required further information.
- 1.2 Grace for All Nations Church Inc. received \$2,500 Community Grants Program funding in September 2017 to assist with the purchase of audio equipment for the January 2018 Conference. The organisation did not use the funding and subsequently returned the amount in full.

2. REPORT

- 2.1 The Grace for All Nations Church Inc. Application was originally received for the September 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:
- the Group/Organisation details section listed did not list the registered organization address;
 - evidence that the Committee has endorsed submission of the application was not provided;
 - the full account name of the organisation's bank account was not provided;
 - the Referee details were incomplete;
 - the organisation's ABN was not provided;
 - the Total cost of Project/Event section was incomplete;
 - How will the Project/Event benefit the residents of the City of Salisbury and How many individuals will benefit from the Project/Event was insufficient;
 - clarification was sought regarding the event being open to the public ('Is the event open to the public' is listed as "no" however under 'How many individuals will benefit from the Project/Event' it states that the church and its services is open to everyone);
 - clarification was sought regarding the Project or Event Management (how the organisation will implement and run the project to achieve the outcomes, including what is the purpose of having the singers voices recorded and then what happens with those recordings, when will recording take place and where, and whether there is a charge for this service).
- 2.2 The additional information has been received and the Grace for All Nations Church Inc. Application meets the eligibility criteria for funding consideration for the requested funding.
- 2.3 It should be noted when assessing the Application that the equipment will be stored at a private address, which is *unlikely* to be funded through the Community Grants Program (*Attachment C, Guidelines and Eligibility Criteria*).

3. CONCLUSION / PROPOSAL

- 3.1 The Grace for All Nations Church Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

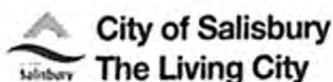


Community Grants Program

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 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

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	Grace for All Nations Church		
Address:	10 Compunda Street Salisbury 5108		
Suburb:	Postcode: 5108		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mr Gaspard Rizinda		
Title (your role with the group/organisation):	Secretary		
Address:	[REDACTED]		
Phone:	Landline: Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Other: Daniel Dume		
Title (role with the group/organisation):	Chairman		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	Managed by Chairman and secretary		
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: <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 type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)
Yes <input type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)		
Parent Organisation			
Name:			
ASIC Registration Number:			

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

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <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): <i>Donations</i>	Yes <input checked="" 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: <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>Muhama</i>	
Referee's Contact Information:		

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 checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>NB: GST Registration</p> <p><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i></p>		

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

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/event: <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>Labour, Computer, keyboard and guitars</i>
EXPENSES <small>(specify the proposed expense budget by item.)</small>	\$ AMOUNT
<i>Digital Rackmount Amplifier</i>	2250
<i>Interface</i>	499
<i>Pro-headphones (x2)</i>	290
<i>Condensor Microphones</i>	439
<i>headphone cable</i>	19
<i>Pop Killer</i>	49
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: <small>(please tick which is applicable)</small>	<input type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input checked="" type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	<i>church community vocal recording and music system</i>
Date(s) of Project/Event <small>(if ongoing or one-off please state "ongoing"/"one-off")</small>	<i>This is an ongoing project</i>
Total cost of Project/Event	<i>0</i>
Amount of Community Grant Funding Requested	<i>3546</i>
Is there any other information that you may feel is relevant to your application? <input type="checkbox"/> There are no relevant attachments.	<i>It has come to our attention that 7+ people participate in hyme and vocal harmonisation during sermon but the amplifier has been issue as it can cater for 8 microphone, and we use only 2-4 microphones and we think that we need more. Also, our recording system does not support unskilled group recorders and we want to support them by pairing the recorders systematically where unskilled can record with the skilled so that non-of the group member wouldnt record.</i> <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. <i>Invoice</i> 2. <i>Incooperation</i>
Which category best describes your project/event? <small>(please check all that apply)</small>	
Health	<input type="checkbox"/>
Establishment of a new group	<input checked="" type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input checked="" type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input checked="" 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>Grace For All Nation Church</i>	
Group/Organisation Description	<i>Church/ Multicultural Ministry group</i>	
Group/Organisation Registered Address	<i>Number/Street:10 Compunda Street</i>	<i>Postcode: 5108</i>
	<i>Suburb:Salisbury</i>	
Is the Club Incorporated?	<i>yes</i>	
Number of Members	<i>50</i>	
% of Membership that reside in the City of Salisbury	<i>20 %</i>	
Project/Event Details		
Project/Event Name	<i>recording/ music system</i>	
Project/Event Summary	<i>Raise awarenes of positive citizenship</i>	
Date(s) of Project/Event	<i>Ongoing</i>	
Location of Project/Event:	<i>Number/Street:10 Compunda Street</i>	<i>Postcode: 5108</i>
	<i>Suburb:Salisbury</i>	
How will the Project/Event benefit the residents of the City of Salisbury?	<i>they will be given the popportunity to contribute more and enjoy thier stay in the community and deal with emotions better.</i>	
How many individuals will benefit from the Project/Event?	<i>The church and its services is open to everyone, therefore it will benefit anyone who wants to access our services.</i>	
% of project/event participants that reside in the City of Salisbury	<i>20 %</i>	
If it is an Event, is it open to the public?	<i>No</i>	
How will the Project/Event be promoted?	<i>Our church sermons are sometimes shared on social media</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
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Amplifier	\$ 2250
Interface	\$ 499
Vocal Microphone	\$ 439
Professional Headphone x2	\$ 290
Phone cable	\$ 19
Pop killer	\$ 49
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 0
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

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>	
Amplifier	\$ 2250
Interface	\$ 499
Vocal Microphone	\$ 439
Professional Headphone x2	\$ 290
Phone cable	\$ 19
Pop killer	\$ 49
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 0
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><i>Provide a description of the proposed project or event:</i></p> <p><i>There are children and young people who are interested in singing and be vibrant members of the church community, but they are restricted to reach their goals due to lack of skills and abilities to record their vocals and they continue to complain as they would like to get their voices recorded. We also have other advanced (in years) choir members that still finds it difficult to keep up with the instrumental rhythms when they are singing alone but they find it easier to sing in groups. Both of these people can benefit from recording in small groups in this case in pairs of two. The biggest challenge is that we do not currently have enough fund to foster all the equipment required for this service.</i></p> <p><i>Therefore, to make sure this people are also enjoying and participating in music to the fullest potential we are trying to get an extra recording materials such as a microphone to allow two people to record at the same time. Therefore, an experienced singer will be paired with unexperienced and have them both sing in one vocal tone and yet allow the recorder to monitor both recorders on two different channels, this will speed up the recording process and give each group member to enjoy their participation in the group.</i></p> <p><i>We have also realised that in the church hymns are sung in larger groups, the amplify we currently have does not allow us to put vocal faders or apply special effect on the voices as it is still analogue amplifier, it also has few channels, it can cater maximum of 4 microphones, those microphones are not even enough for half of the singers. we need at least 8 active microphones operating at once. During special events such as larger conferences more than eight microphones are required and this special events are held every 3 months. This is the main reason we are seeking for your support. On top of that, all the choir songs that are used in the ministry must be recorded to allow singers the singers to have boosted and ultra - tuned voices for the congregation. We also record our songs so that the choir can use them in community events such as the independence day or the multicultural festivals.</i></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. <i>Quote</i> 2. <i>Incooperation</i> 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>All of the church services are free and open to everyone in the community, this project will be accessible to anyone who wish to record, train or be part of the church community as whole. we believe that this will be the best way to keep young people free from dangerous risks and help them to experience something they can enjoy and participate in. This will also allow them to have a different view toward life, as they strive to develop self-identity and a sense of belonging. Most of available recording studios are expensive making it difficult for our young people to do what their want to do. However, this could potentially be their starting point. We also believe that this project will help young people to reconnect themselves with the community, allow young people and new migrants to learn more about other cultures as well as integrating cultural customs.</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.

We have few church members from Salisbury and we have always run our activities and services in Salisbury, we have seen people from the Middle East and neighbours come to watch sermons. On one occasion, a person came to the church and said that she has heard music from far distance and she came to church following that music and she was amazed how she found herself in church. She said she had fun and she will come back again. on top of that, the church activities are held in a school gym and sometimes we have other gym users come to share a sermon with us and in the future we would love to invite the Mayer of Salisbury and the school's principal to come and be part of one of event. We also have about 20% of the population in the church are from the city of Salisbury and they are 100% supportive to this project.

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 equipment will be kept and store in the studio room at [REDACTED] The chairman will be managing the materials, but it will be operated by a trained or experienced user of those items.

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.


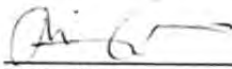
I acknowledge that the information provided in this application is true and correct.

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 Grace for All Nations Church (Group/Organisation)

Daniel Dume/chairman <small>(Name/Position)</small>	and	Gaspard Rizinda/Secretary <small>(Name/Position)</small>
 _____ <small>(Signature 1)</small>		 _____ <small>(Signature 2)</small>
<u>15/07/19</u> _____ <small>(Date)</small>		<u>05/08/2019</u> _____ <small>(Date)</small>
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 type="checkbox"/>	<input checked="" type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

Grace for All Nations Church
(Group/Organisation)

Chairman
(Name/Position)


(Signature)

15/07/19
(Date)

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



Item 7.2.3 - Attachment 1 - 20/2019: Grace for All Nations Church Inc. - Application

dwa6AEF

From: gaspard Rizinda [REDACTED]
Sent: Saturday, 14 September 2019 7:10:48 PM
To: City of Salisbury
Subject: Grace For All Nations Church grants Application

Hello,

I have attached minutes for the first meeting on grants. The item highlighted in red are not discussed in this minutes. Item Number 3 was discussed but it was intentionally ignored as it does not fit in with the church's code of conduct.

Grace For All Nations Church

Date: 06/07/2019 Time: 11.00am

Present : Gaspard Rizinda (Jimmy), Sibomana Floride, Mwana Sebastian, Clemensia, Danie Dume,

Absent: Claudine Nijimbere and Elisha Felician

Guests: Ismail Evinson

Chairman: Daniel Dume

Secretary: Gaspard Rizinda

Meeting Location: ██████████ Elizabeth Downs 5113

Items	Name	Discussions	Announcements
1. Conference	Daniel	<ul style="list-style-type: none"> - We should invite international pastor (s) to preacher for revival in the choir next year. - We should not travel to Perth but ask the Senior pastor to come to us in December after their conference. - Ps Mwana will have to run ladies leadership seminars - We will meet again next week (13.07.2019) for a holy communion preparation meeting. 	Next meeting 13/07/2019 Time 09.00am
2. Grants	Clemensia	<ul style="list-style-type: none"> - If we do go to Perth we will not ask them to come to Adelaide. 	
3. Service in spirit	Ps Mwana	<ul style="list-style-type: none"> - We will send one man to represent us but welcome them here for a conference. - Our current mixer is too old and also too small for the group of singers we 	

Grace For All Nations Church
 Date: 15/06/2019

Time: 8.00pm

Page 2

<p>4. Terms of the Holy Communion</p>	<p>Jimmy</p>	<p>have. Therefore we need to replace it with a 6 channel mixer and evaluate how songs are recorded.</p> <ul style="list-style-type: none"> - We will not contribute money to the conference in Perth we will have to use the money for airfare. 	
<p>5. Preaching Program</p>		<ul style="list-style-type: none"> - The church do not have enough fund to purchase another mixer or anything for the studio. We have to apply for grants but if the applications are not successful we will have to donate our own money towards those items. - We will need a review meeting in the future to check how this plans are going. 	
<p>6. Player service Review</p>	<p>Ismail</p>	<ul style="list-style-type: none"> - Elisha will also have to help with the grants application. - The Perth Conference should not be ignored, we need to think of the values and importance of the conference. - If we need to have another conference it should be in 2021 January so that people will be fully prepared for it and it is within the school holidays. 	

Meeting closed at 1.30 pm

Note Bien: The items in the Red will be discussed in the next meeting.



Daniel Dume

Date: 13/09/2019

From: gaspard Rizinda [REDACTED]
Sent: Friday, 6 September 2019 7:22:30 AM
To: City of Salisbury
Subject: Re: City of Salisbury - Community Grants Program Application - 20/2019: Grace for All Nations Church Inc.

Alright I will send you the minutes for grants application I thought it was just to show leadership and management, well I will send those minutes probably this weekend I will not have time today. Thank you so much.

Our Account name is
Grace for All Nations church
[REDACTED]

Sent from my iPhone

On 5 Sep 2019, at 5:57 pm, Bronwyn Hatswell <BHatswell@salisbury.sa.gov.au> wrote:

RESPONSES TO COUNCIL STAFF VIA EMAIL:

Do not reply to the sender of this email. To ensure email correspondence (including a response) is received and actioned by Council staff all emails should be directed to city@salisbury.sa.gov.au. Thank you.

Good Afternoon,

Thank you for sending the Minutes of your meeting held 15 June 2019.

The Minutes provided in your email do not contain a discussion about submitting an application for grant funding. We must have evidence that the Committee has endorsed submission of the Community Grant Application, by way of meeting minutes: 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).*

Also outstanding is the full account name of the organisation's account held with its financial institution (example below):

<image003.jpg>

We look forward to receiving the outstanding documents in due course.

Kind regards,

Bronwyn Hatswell
PA to General Manager Community Development
Personal & Admin Support
D: [REDACTED]
E: [REDACTED]

City of Salisbury
12 James St, Salisbury, South Australia, 5108
P: 08 8406 8222

E:\C:\Users\khatami\AppData\Roaming\Thunderbolt\2019\Date\Info\Temp\55 0/00/2019

08 8281 5466

F: 08 8281 5466
TTY: 08 8406 8596
W: www.salisbury.sa.gov.au

From: gaspard Rizinda [REDACTED]
Sent: Thursday, 5 September 2019 8:24:29 AM
To: City of Salisbury
Subject: Grace for all nations minutes

Minutes to show the leadership committee Applications for grants

file:///C:/Users/khetam/OneDrive/Desktop/Resourcing/Technology/2019/DateWorks/Forms/55 0/00/2019

Item 7.2.3 - Attachment 2 - 20/2019: Grace for All Nations Church Inc. - Additional Information

From: gaspard Rizinda [REDACTED]
Sent: Sunday, 1 September 2019 9:51:50 PM
To: City of Salisbury
Subject: Grace For All Nations

ABN: 28 316 815 413

Dear to whom it may concern

I am writing to you in regards the the question "WHY DO YOU NEED YOUR VOCALS RECORDED", We have been recording our items for quit longtime but at this point of time it was an opportunity for experienced recorders only. We would like to give an opportunity to our young people to also be involved in the process of recording. Most of the equipments need to be replaced while new experiments must be purchased to cutter for those new recorders. We need our items recorded because we need to train these young people using materials that they have recorded to motivated self assessment and correction. We are still a small singing group with 5 members (excluding children and young people). we purchase beats we do not create them ourselves, but we would like to learn to make our own music using a computer program. Those five members are all volunteers who wish to teach traditional customs through music and dance. We have never performed live, as with live we require a good mixer, minimum of 3 musicians, dancers and singers. The singers also have to be good with their voices. Therefore, recording giving us the opportunity to be able to know where we can change or add to the item before stage performance. We also want our members to focus on dancing not singing during an event. Major challengers that we want to overcome includes language barriers, dancing difficulties and the fear of failure and complaints of lack of recording opportunities. Most of our young people we born here and they do not speak their mother tongue properly, this will encourage them to learn the language as they all want to be heard in the recordings.

Finally, the minutes sent to you is official. Please let me know why can it be used for leadership identification. The organisation is currently led and managed by two people Daniel Dume as the Chairman and Gaspard Rizinda as the Secretary. The other people recorded on the minutes are members of the leadership committee.

Daniel Dume can be reached on [REDACTED]

Gaspard Rizinda can be reached on [REDACTED]

Thank you so much for your time

Kindly regards

Gaspard Rizinda

file:///C:/Users/ghetaru/OneDrive/Desktop/Recording/Equipment/2019/Date/Video/Tapes/55 2/00/2019

dwa1F60

From: gaspard Rizinda [REDACTED]
Sent: Friday, 16 August 2019 7:53:04 PM
To: City of Salisbury
Subject: new doc 2019-08-16 16.16.06.pdf

Here is the requested information of the grants

Gaspard Rizinda

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	[REDACTED]		
Address:	ELIZABETH DOWNS		
Suburb:	SA Postcode: 5113.		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mr GASPARD Rizinda		
Title (your role with the group/organisation):	SECRETARY		
Address:	[REDACTED]		
Phone:	Landline: [REDACTED] Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Other: Daniel DUME		
Title (role with the group/organisation):	CHAIRMAN		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	CHAIRMAN + SECRETARY ARE RESPONSIBLE FOR ALL CHURCH ACTIVITIES.		
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:	A43205.		
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 checked="" type="checkbox"/> <small>(go to question c)</small></td> </tr> </table>	Yes <input type="checkbox"/> <small>(go to question c)</small>	No <input checked="" type="checkbox"/> <small>(go to question c)</small>
Yes <input type="checkbox"/> <small>(go to question c)</small>	No <input checked="" type="checkbox"/> <small>(go to question c)</small>		
Parent Organisation			
Name: LEONARD	LEONARD NZIGAMIYE GR.		
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"/> <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:	MEMBERS DONATIONS	
f) Purpose:	RAISE CULTURAL AWARENESS AND GOOD MORALS	
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:	Financial Institution Name:	[REDACTED]
<small>*do not provide account or BSB numbers*</small>	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:	LEONARD NZAGAMIYE	
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> 28316815413 <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 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

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 <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	MUSIC RECORDING
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	ONGOING.
Total cost of Project/Event	\$ 3,546
Amount of Community Grant Funding Requested	FULL AMOUNT IF POSSIBLE.
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. INVOICE. 2. INVOICE INCORPORATION.
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 type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input checked="" type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input checked="" 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):	2 YEARS AGO.
What amount of Grant funding was provided:	\$2500.
When was the previous Grant acquitted (month & year):	JUNE 2017.
Group/Organisation Information	
Group/Organisation Name	GRACE FOR ALL NATIONS CHURCH.
Group/Organisation Description	
Group/Organisation Registered Address	Number/Street: [REDACTED] Suburb: ELIZABETH DOWNS Postcode: 5113.
Is the Club Incorporated?	
Number of Members	35.
% of Membership that reside in the City of Salisbury	90%
Project/Event Details	
Project/Event Name	
Project/Event Summary	
Date(s) of Project/Event	
Location of Project/Event:	Number/Street: 10 Compuda ST. Suburb: SALISBURY Postcode:
How will the Project/Event benefit the residents of the City of Salisbury?	AUDIOS will BE USED IN COMMUNITY EVENTS TO RAISE GULFRAE CULTURAL AWARENE:
How many individuals will benefit from the Project/Event?	35+.
% of project/event participants that reside in the City of Salisbury	20%
If it is an Event, is it open to the public?	YES.
How will the Project/Event be promoted?	SOCIAL MEDIA.

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> <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>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. MINUTES . 2. INCORPORATION . 3. INVOICE*

Project or Event Management
<p><u>Ongoing Projects or Events</u> <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> <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 EQUIPMENTS WILL BE STORED AT [REDACTED] RD, ELIZABETH DOWNS ST13 .</p> <p>- THE CHAIRMAN + THE SECRETARY WILL BE RESPONSIBLE FOR THE OPERATION OF THE EQUIPMENTS.</p> <p>- GASPARD RIZINDA (SECRETARY) WILL RUN ALL THE MUSIC EVENTS INCLUDING TRAINING/ REGULAR SESSIONS.</p> <p>- NO PAYMENTS REQUIRED FROM PARTICIPANTS THE SERVICES WILL BE OPERATING UNDER VOLUNTARY SERVICES.</p>

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



GRACE FOR ALL NATIONS
MUNNAPARRA WEST

5115

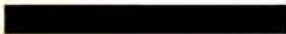
Salesperson:



QUOTE NO: 5326
DATE: 08/07/2019
CUSTOMER ID: 01G00584
Phone:
Fax:
PAGE: 1 of 1

Item ID	Item Description	Publisher/Brand	Qty	Unit Price inc GST	Total Amount
AH QU-16C	DIGITAL RACKMOUNT 16M/3S IN FULLY FEATURED MOVIN	ALLEN & HEATH	1	2,250.00	2,250.00
FOC-SCARLETT1	FOCUSRITE SCARLETT 1818 MKII INTERFACE	Focusr	1	499.00	499.00
506845	HD 280 PRO HEADPHONE FOR PROFESSIONAL MONITORING	SENNHEISER	2	145.00	290.00
NT2A	RODE NT2A CONDENSOR MICROPHONE	Rode	1	439.00	439.00
HPE310	10 FT HEADPHONE CABLE ST 1/4" PH M-ST 1/4" PH F	HOSA TECHNOLOGY	1	19.00	19.00
KM 23956	MIC POP KILLER EASY MOUNTING BLACK	KONIG & MEYER	1	49.00	49.00
				GST Amt:	322.36
				Total (inc GST):	3,546.00

QUOTE VALID FOR 14 DAYS
STOCK AVAILABILITY SUBJECT TO CHANGE



ITEM	7.2.4
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	21/2019: Meals on Wheels (SA) 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 Meals on Wheels (SA) 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 November 2019 round of Community Grants as follows:
 - a. Grant No. 21/2019: Meals on Wheels (SA) Inc. be awarded the amount of **\$1,200.00** to assist with the purchase of **food items and gift bags for the 2019 Christmas Hampers** as outlined in the Community Grant Application.

ATTACHMENTS

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

1. 21/2019: Meals on Wheels (SA) Inc. - Application

1. BACKGROUND

- 1.1 The Meals on Wheels (SA) Inc. Application was originally received for the September 2019 round of Community Grants funding however is not eligible for funding until December 2019.
- 1.2 Meals on Wheels (SA) Inc. received \$1,200 Community Grants Program funding in December 2018 to assist with the purchase of foodstuff and gift bags for the 2018 Christmas Hampers project.
- 1.3 The 2018 Application was received for the October 2018 round of Community Grants Program funding however was not submitted for consideration until December 2018 due to the Council Elections Caretaker Period.

2. REPORT

- 2.1 Meals on Wheels (SA) Inc. is eligible for Community Grants Program funding in December 2019. The 2018 Application was received for the October 2018 round of Community Grants Program funding however was not submitted for consideration until December 2018 due to the 2018 Council Elections Caretaker Period whereby Community Grants Program applications were not considered for the October and November 2018 rounds.
- 2.2 The Meals on Wheels (SA) Inc. Application meets the eligibility criteria for funding consideration for the requested Community Grants Program funding.
- 2.3 Although not eligible until December 2019, the Meals on Wheels (SA) Inc. Application is submitted for consideration for the November 2019 round to enable the project to commence in early December 2019.

3. CONCLUSION / PROPOSAL

- 3.1 The Meals on Wheels (SA) Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

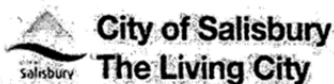


Community Grants Program

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

Applicant Organisation Information					
1. GROUP / ORGANISATION DETAILS					
Name:	Meals on Wheels Salisbury Branch				
Address:	3 Brown Tce Salisbury				
Suburb:	Salisbury Postcode: 5108				
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)					
Name:	Mr Mrs Judith Anne Oates				
Title (your role with the group/organisation):	Chairperson				
Address:	[REDACTED]				
Phone:	Landline: [REDACTED] Mobile: [REDACTED]				
Email:	[REDACTED]				
3. COMMUNITY GRANT RESPONSIBILITY					
Name of Person Responsible for the Grant:	Other: Mrs Judith Anne Oates				
Title (role with the group/organisation):	Chairperson				
4. GROUP / ORGANISATION MANAGEMENT DETAILS					
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	Branch Committee v S.A. State Organization.				
Is your organisation:					
a) Incorporated:	<table border="0"> <tr> <td style="text-align: center;">Yes <input checked="" type="checkbox"/></td> <td style="text-align: center;">No <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><small>(go to question c)</small></td> <td style="text-align: center;"><small>(go to question b)</small></td> </tr> </table>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	<small>(go to question c)</small>	<small>(go to question b)</small>
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>				
<small>(go to question c)</small>	<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"> <tr> <td style="text-align: center;">Yes <input checked="" type="checkbox"/></td> <td style="text-align: center;">No <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><small>(go to question c)</small></td> <td style="text-align: center;"><small>(go to question c)</small></td> </tr> </table>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	<small>(go to question c)</small>	<small>(go to question c)</small>
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>				
<small>(go to question c)</small>	<small>(go to question c)</small>				
Parent Organisation Name:	Meals on Wheels Inc South Australia				
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 checked="" type="checkbox"/> <small>(evidence must be attached to this application)</small>	No <input type="checkbox"/>
d) Government Funded: <small>(If Yes, please list funding source/s and purpose in part e & f)</small>	Yes <input checked="" type="checkbox"/> <small>(go to question e & f)</small>	No <input checked="" type="checkbox"/>
e) Funding source/s:	Federal Gov. funds. Clients payment for meals	
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: Meals on Wheels Inc. Salisbury Branch <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:	Mr John D'Arcy	
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> 76069475195 <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

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:	N/A	
Organisation's contribution:	Branch Committee members to pack the bags & deliver to clients	
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/event: <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.?	Time & labour in putting the food items into the gift bags & delivering the bags
---	--

EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
200 sm Christmas gift bags	\$ 200 - 00
270 Baked fruit mince pies	222 - 70
120 sm packs Sultana Bran	117 - 16
90 ' ' Corn Flakes	87 - 87
200 sm fruit Salad cups	224 - 88
200 sm Jelly Crystal Cups	175 - 60
200 sm plum puddings	192 - 00
TOTAL (including GST):	\$ 1,220 - 21

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 <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	Salisbury Meals on Wheels - Christmas Hampers for clients
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	December 2019
Total cost of Project/Event	\$01,200.00
Amount of Community Grant Funding Requested	\$1,200.00
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 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):	March 2019
What amount of Grant funding was provided:	1,200.00
When was the previous Grant acquitted (month & year):	May 2019
Group/Organisation Information	
Group/Organisation Name	Salisbury Branch of Meals on Wheels Inc. SA
Group/Organisation Description	Volunteers who prepare & deliver meals to clients
Group/Organisation Registered Address	Number/Street: 3 Brown Tee Suburb: Salisbury Postcode: 5108
Is the Club Incorporated?	Yes
Number of Members	200 clients - 140 volunteers
% of Membership that reside in the City of Salisbury	% 100%
Project/Event Details	
Project/Event Name	Christmas Hampers for clients
Project/Event Summary	To provide food items for our clients
Date(s) of Project/Event	December 2019
Location of Project/Event:	Number/Street: 3 Brown Tee Suburb: Salisbury Postcode: 5109
How will the Project/Event benefit the residents of the City of Salisbury?	To provide special food to clients at Christmas time
How many individuals will benefit from the Project/Event?	Approx 200 clients
% of project/event participants that reside in the City of Salisbury	% 100%
If it is an Event, is it open to the public?	No 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

Grant Money Requested	
Amount Requested	\$ 0 1,200 - 00
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
200 sm Christmas G. Bags	\$ 200 - 00
240 Baked fruit mince pies	\$ 222 - 70
120 sm packs Sultana Bran	\$ 117 - 16
90 ' ' Corn Flakes	\$ 87 - 87
200 ' fruit salad cups	\$ 224 - 88
200 ' Jelly Crystal Cups	\$ 175 - 60
200 ' plum puddings	\$ 192 - 00
	\$
	\$
The price for the Gift Bags & small plum puddings are approx retail prices at the present time (August 2019)	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 0
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><i>Provide a description of the proposed project or event:</i></p> <p>A selection of food items will be put into a small Christmas gift bag and given to each client of the Salisbury Branch prior to Christmas Day</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>We plan to provide a few food items for our clients to have at Christmas time. Many of them are not able to shop for themselves & some do not have family members to support them. We deliver the gift bag when the clients receive their special fresh, hot, 3 course meal.</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.*

This project is supported financially by the Salisbury Council Community Grants Programme & by the volunteer members of the Salisbury branch of Meals on Wheels who gift their time to pack & deliver the gift bags

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 project will be continued in the future if the branch committee members are prepared to do the work

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 Salisbury Branch Meals on Wheels (Group/Organisation)

J.A. Oates / Chairperson and
(Name/Position) Judith Anne Oates

[Signature]
(Signature 1)

29.7.19
(Date)

Contact (phone number): [REDACTED]

MINUTE SECRETARY
(Name/Position) ROBERT HANDKE

[Signature]
(Signature 2)

31-7-19
(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**.

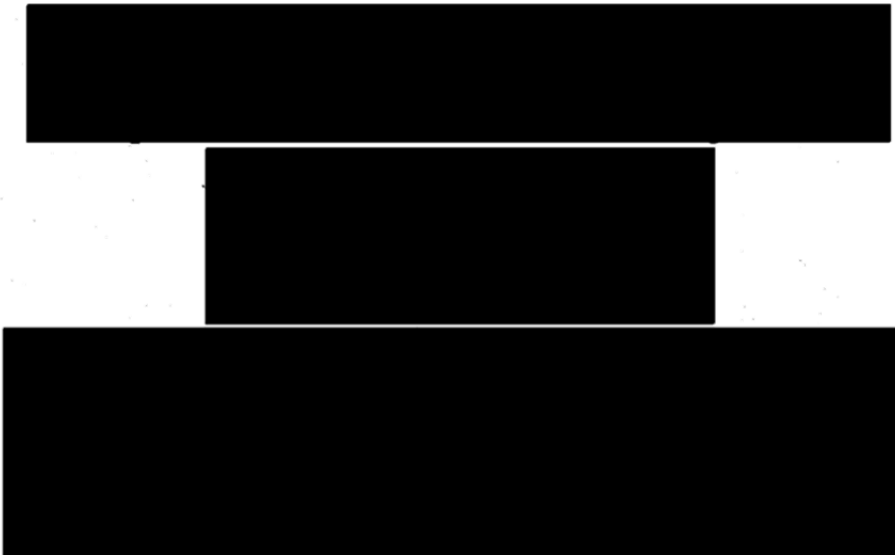
to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Meals on Wheels Salisbury Branch

Minutes of special committee meeting

Friday 5th of July 2019

PRESENT: Judy Oates (Chairperson), Chris Bugg,
Jodie Curtin, Rodney Smith, Deborah Thompson,
Graham Sawyer, Tim Draper (MOW employee)



A motion was also forwarded to apply to Salisbury council, for a community grant for \$1200 ; this would be used for Christmas hampers for Salisbury branch customers. Moved by Rodney Smith, and seconded by Chris Bugg. All present where in favour

Judith Anne Oates
J. Oates
Chairperson



Quote No: **QP347057** **Quotation as at: 23/07/19** **For 03853083 MEALS ON WHEELS SALISBURY**
Expire date: 17/09/19

Item Code	Item Description	Price	UOM	Units per Ctn	GST
E05 PIES - FRUIT AND NUT					
210819	71GX112 BAKED FRUIT MINCE PIES PAMPAS	\$111.35	EA	1	
M31 CEREAL - PORTION CONTROL					
269098	40GX30 SULTANA BRAN SACHET KELLOGGS	\$29.29	EA	1	
269102	25GX30 CORN FLAKES SACHET KELLOGGS	\$29.29	EA	1	
N10 FRUIT - CANNED NAT/JUICE					
243564	120GX24 FRUIT SALAD NATURAL JUICE PROVITAL	\$28.11	EA	1	
243565	120GX24 TWO FRUITS NATURAL JUICE PROVITAL	\$28.11	EA	1	
N65 JELLY CRYSTALS					
051939	120GX48 STRAWBERRY JELLY CRYSTALS CUP RIVIANA	\$43.85	EA	1	

... Continued

Item 7.2.4 - Attachment 1 - 21/2019: Meals on Wheels (SA) Inc. - Application

ITEM	7.2.5		
	SPORT, RECREATION AND GRANTS COMMITTEE		
DATE	11 November 2019		
PREV REFS	Sport, Recreation and Grants Committee	7.2.2	14/10/2019
HEADING	25/2019: Uniting In Care Salisbury 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 Uniting in Care Salisbury 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 November 2019 round of Community Grants as follows:
 - a. Grant No. 25/2019: Uniting In Care Salisbury Inc. be awarded the amount of **\$2,500.00** to assist with the purchase of **\$10 Essential Cards for the 2019 Parcel of Love project** as outlined in the Community Grant Application.

ATTACHMENTS

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

1. 25/2019: Uniting In Care Salisbury Inc. - Application

1. BACKGROUND

- 1.1 The Uniting In Care Salisbury Inc. Application was originally received for the October 2019 round of Community Grants funding however is not eligible for funding until December 2019.
- 1.2 Uniting in Care Salisbury Inc. received \$2,500 Community Grants Program in December 2018 to assist with the purchase of \$10 Essential Cards for the 2018 Parcel of Love project.
- 1.3 The 2018 Application was received for the October 2018 round of Community Grants Program funding however was not submitted for consideration until December 2018 due to the Council Elections Caretaker Period.

2. REPORT

- 2.1 Uniting in Care Salisbury Inc. is eligible for Community Grants Program funding in December 2019. The 2018 Application was received for the October 2018 round of Community Grants Program funding however was not submitted for consideration until December 2018 due to the 2018 Council Elections Caretaker Period whereby Community Grants Program applications were not considered for the October and November 2018 rounds.
- 2.2 The Uniting in Care Salisbury Inc. Application meets the eligibility criteria for funding consideration for the requested Community Grants Program funding.
- 2.3 Although not eligible until December 2019, the Uniting In Care Salisbury Inc. Application is submitted for consideration for the November 2019 round to enable the project to commence at the end of November 2019.

3. CONCLUSION / PROPOSAL

- 3.1 The Uniting in Care Salisbury Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

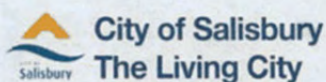


Community Grants Program

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

Cheque was given in
March due to Council

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

Caretaker made in
December.

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

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	UNITING IN CARE SALISBURY		
Address:	59-61 PARK TEE		
Suburb:	SALISBURY Postcode:		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	AURORA GALE Mrs		
Title (your role with the group/organisation):	CO-ORDINATOR & SECRETARY		
Address:	[REDACTED]		
Phone:	Landline: - Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Other: PAMELA LAMBE		
Title (role with the group/organisation):	MRS.		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i>	COMMITTEE		
Is your organisation:			
a) Incorporated:	<table border="0"> <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: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	<table border="0"> <tr> <td style="text-align: center;">Yes <input type="checkbox"/> <small>(go to question c)</small></td> <td style="text-align: center;">No <input checked="" type="checkbox"/> <small>(go to question c)</small></td> </tr> </table>	Yes <input type="checkbox"/> <small>(go to question c)</small>	No <input checked="" type="checkbox"/> <small>(go to question c)</small>
Yes <input type="checkbox"/> <small>(go to question c)</small>	No <input checked="" 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

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 checked="" type="checkbox"/> (go to question e & f)	No <input type="checkbox"/>
e) Funding source/s:	DSS	
f) Purpose:	EMERGENCY RELIEF.	
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: Uniting in Care <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:	MALCOM BRAY.	
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> 14016479500 <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"/>
<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"/> <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/event: <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.?	People within our church & community will take home a bag parcel of love fill with Xmas food items. Then cards will be placed in bags.
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
250	2,500 total.
	\$ 10 Essential cards.
TOTAL (including GST):	\$ 2500.

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 <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	PARCEL OF LOVE
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	END OF NOVEMBER TILL JANUARY.
Total cost of Project/Event	\$2500
Amount of Community Grant Funding Requested	\$2500
Is there any other information that you may feel is relevant to your application?	No.
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. Invoice. 2. Minuted of Sept Mtg.
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 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):	Received in March 2019, but applied for Nov 2018 - due to Council in caretaker.
What amount of Grant funding was provided:	\$2500.
When was the previous Grant acquitted (month & year):	April/May 2020.
Group/Organisation Information	
Group/Organisation Name	Uniting in Care Salisbury Inc.
Group/Organisation Description	Emergency relief Agency.
Group/Organisation Registered Address	Number/Street: 59-61 Park Tce. Suburb: Salisbury Postcode: 5108.
Is the Club Incorporated?	Yes.
Number of Members	10
% of Membership that reside in the City of Salisbury	% 100
Project/Event Details	
Project/Event Name	Parcel of Love.
Project/Event Summary	
Date(s) of Project/Event	Nov/Jan
Location of Project/Event:	Number/Street: 59-61 Park Tce Suburb: Salisbury Postcode: 5108.
How will the Project/Event benefit the residents of the City of Salisbury?	By providing food to vulnerable people who come in for assistance during Christmas.
How many individuals will benefit from the Project/Event?	250
% of project/event participants that reside in the City of Salisbury	% 100.
If it is an Event, is it open to the public?	
How will the Project/Event be promoted?	\$ 10 cards will be placed in an envelope with note starting "Compliments from "The City of Salisbury" & placed in Parcel of Love bags.

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

Project or Event Scope

Provide a description of the proposed project or event:

To purchase 250 \$10 Essential cards to be placed in our Parcels of Love, which we distribute to clients (who will be coming into our facility) to help with their Christmas day meal. Parcels of Love with these cards will be distributed from end of November till we close in December.

Any leftover cards will be given out to clients when we re-open in January, as clients will probably need extra food due to Christmas expenses and agencies closed.

Clients must reside within the City of Salisbury.

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. Invoice.
2. Minutes of meeting held 12 Sept will be emailed.
- 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:

Parcels of Love with \$10 cards will provide Christmas food for clients to help with their Christmas Day meal.

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.

Our Parcels of love will be supported by our church members, people who use our facility e.g. AA, sewing group, Salisbury Primary School, City of Salisbury, Paraffield Gdns Uniting Church, Fedare Christian College.

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 \$10 Essential cards will be purchased. (ie. 250) & treasurer will pay Invoice by Direct Debit. On receipt of \$10 cards Volunteers will place card in each envelope which is marked with "Compliments from City of Salisbury", & placed in each Parcel of Love. When given to clients Volunteers mention that there is an envelope inside the bag with a \$10 Essential card with Compliments from City of Salisbury. Any left-over cards will be given to clients when we re-open in January.

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.


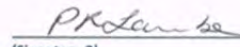
I acknowledge that the information provided in this application is true and correct.

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.

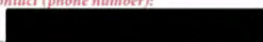

I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.

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 Uniting in Care Salisbury (Group/Organisation)
Aurora Gale, Secretary and Pamela Lambe, Treasurer.
 (Name/Position) (Name/Position)

 (Signature 1)  (Signature 2)

12/09/2019 (Date) 12/09/2019 (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



59-61 Park Terrace
Salisbury SA 5108

Ph: 8258 2675
Fax: 8281 6509
E-mail: uicsalisbury@bigpond.com
Web: salisbury.unitingchurchsa.org.au/uics

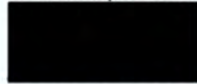
Uniting In Care Salisbury Inc.

Tax Invoice

Invoice Number	Date	Terms	Due
INV201901	12/9/2019	60 days	20/12/2019
To : City of Salisbury			

Item No.	Description	Amount	GST	Total Amount
1	Salisbury Community Grant for assistance with Parcels of Love to be distributed at Christmas (Woolworths Essential gift cards) <i>250 X 210</i>	\$2,500	\$0.00	\$2,500
Total		\$2,500	\$0.00	\$2,500

Direct Deposit details



Name: Uniting In Care Salisbury Inc

Cheques may be made payable to Uniting In Care Salisbury Inc. and sent to the address above.

Uniting in Care, Salisbury, Inc ABN 14 016 479 500
An Agency of Salisbury Uniting Church

UNITING IN CARE SALISBURY INC.
MINUTES FOR MEETING 12th Sept 2019 at 3.30pm
In the Conference Room

Welcome: Cheryl welcomed everyone and opened in Prayer.

Present: Cheryl Sachse, Pam Lambe, Rob Howard, Deidre Myles, Jan Tonkin, Rev. Nick Patselis
Graham Reynolds

Apologies: Aurora Gale

Acceptance of minutes from last meeting: Moved: Marta, Seconded: Nick

W.H.S. Issues:

[Redacted]

Business arising from last meeting:

- [Redacted]
- [Redacted]

Reports:

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

Reports approved by Nick and seconded by Deirdre.

Correspondence in: NA

Correspondence out: NA

Any Other Business:

- Committee agreed to submit an application to the Salisbury City Council for \$2,500 for essential cards for 'Parcel of Love'.
- Rob Howard moved to apply to the Salisbury City Council for a Defibrillator grant. The committee approved.
- Staff gathering on September 6th 1.30pm Wohler's High Tea at Tanunda was a great success. Committee encouragement to have regular staff outings to promote team building.
- Dropbox working well but preference for reports to be added to the current meeting month.
All reports for next meeting will be added to the October folder.
- Thank you to Deirdre for her assistance with the templates. UICS will purchase Office 365 to assist Deirdre with reporting.

Meeting Closure: Nick closed in prayer – meeting closed 5.00pm

Next meeting: Thurs 10th October at 3.30pm in Conference Room

Signature  Date—12/9/2019—

Uniting In Care Chairperson

ITEM	7.2.6
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	26/2019: One Life Community Assist Limited - 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 One Life Community Assist Ltd. 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 November 2019 round of Community Grants as follows:
 - a. Grant No. 26/2019: One Life Community Assist Limited be awarded the amount of **\$5,000.00** to assist with the purchase of stage and sound hire for the **2019 Parafield Gardens Community Carols** event as outlined in the Community Grant Application.

ATTACHMENTS

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

1. 26/2019: One Life Community Assist Limited - Application

1. BACKGROUND

- 1.1 The One Life Community Assist Limited Application was originally received for the October 2019 round of Community Grants funding however is not eligible for funding until December 2019.
- 1.2 One Life Community Assist received \$2,500 Community Grants Program funding in December 2018 to assist with the purchase of staging and sound for the 2018 Parafield Gardens Community Carols event.
- 1.3 The 2018 Application was received and submitted for the December 2018 round of Community Grants Program funding.

2. REPORT

- 2.1 One Life Community Assist Limited is registered as an 'Australian Public Company' and is registered with the Australian Charities and Not-for-Profits Commission (ACNC).
- 2.2 One Life Community Assist Limited is eligible for Community Grants Program funding in December 2019. The 2018 Application was received and submitted for the December 2018 round of Community Grants Program funding.
- 2.3 The One Life Community Assist Limited Application meets the eligibility criteria for funding consideration for the upper limit Community Grants Program funding.
- 2.4 Although not eligible until December 2019, the One Life Community Assist Limited Application is submitted for consideration for the November 2019 Round to enable the event to proceed in December 2019.

3. CONCLUSION / PROPOSAL

- 3.1 The One Life Community Assist Limited Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

From: Justin Boxer [REDACTED]
Sent: Friday, 13 September 2019 3:53:46 PM
To: City of Salisbury
Subject: Community Grants Program - Application

Dear Sir/Madam,

Hope this email finds you well.

Attached is the Community Grants Program Application form for our annual Parafield Gardens Community Christmas Carols event.

The following documents are also attached:

1. Notice regarding DGR Status
 2. Extract from Board Minutes
 3. Scan of the Application Form Signature Page
 4. Quote from Sound/PA company
 5. Quote from Staging company
- (We haven't received a written quote from the printing company as yet)

Thank you for considering our application. Looking forward to hearing from you.

Yours sincerely,

Justin Boxer
for ONE Life Community Assist
13-15 Ormsby Avenue, Parafield Gardens SA 5107
Mobile: [REDACTED]
Email: [REDACTED]

file:///C:/Users/khetaru/OneDrive/Desktop/Resuming/Technology#/2019/DateValue/Temp/5 24/09/2019



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 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:	ONE Life Community Assist		
Address:	13-15 Ormsby Avenue		
Suburb:	Parafield Gardens Postcode: 5107		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Other: Director Jeff Marshall		
Title (your role with the group/organisation):	Director		
Address:	13-15 Ormsby Avenue, Parafield Gardens SA 5107		
Phone:	Landline: [REDACTED] Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Other: Director Jeff Marshall		
Title (role with the group/organisation):	Director		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i>	Board		
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:	92 138 770 626		
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 checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission?	Yes <input checked="" type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(if Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: <i>ONE Life Community Assist</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>Barry Littleford</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> 9 2 1 3 8 7 7 0 6 2 6 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>NB: GST Registration</p> <p><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i></p>		

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

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:	\$ 708
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/event: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 708
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Staging</i>	\$ 2,068
<i>Printing</i>	\$ 140
<i>Sound</i>	\$ 3,500
TOTAL (including GST):	\$ 5,708

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 <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	<i>Parafield Gardens Community Carols</i>
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	<i>Sunday 15th december 2019</i>
Total cost of Project/Event	<i>\$ 5,708</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?	<i>We have run this event successfully for the last two years and it has been a great benefit to the local Parafield, Paralowie community which is not represented with this kind of event</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 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	<i>December 2018</i>
What amount of Grant funding was provided:	<i>\$ 2,500</i>
When was the previous Grant acquitted (month & year):	<i>May 2019</i>
Group/Organisation Information	
Group/Organisation Name	<i>ONE Life Community Assist</i>
Group/Organisation Description	<i>Community Services</i>
Group/Organisation Registered Address	Number/Street: <i>13-15 Ormsby Avenue</i> Suburb: <i>Parafield Gardens</i> Postcode: <i>5107</i>
Is the Club Incorporated?	<i>Yes</i>
Number of Members	<i>90</i>
% of Membership that reside in the City of Salisbury	<i>95 %</i>
Project/Event Details	
Project/Event Name	<i>Parafield Gardens Community Carols</i>
Project/Event Summary	<i>Christmas Carols Event</i>
Date(s) of Project/Event	<i>Sunday 15th December 2019</i>
Location of Project/Event:	Number/Street: <i>15 Shepherdson Road</i> Suburb: <i>Parafield Gardens</i> Postcode: <i>5107</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>A community event of celebration and togetherness</i>
How many individuals will benefit from the Project/Event?	<i>500</i>
% of project/event participants that reside in the City of Salisbury	<i>90 %</i>
If it is an Event, is it open to the public?	<i>Yes</i>
How will the Project/Event be promoted?	<i>Facebook, Website, Flyers, Posters, Radio</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	\$ 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>	
Sound	\$ 3,500
Staging	\$ 2,068
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 5,568
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

Project or Event Scope

Provide a description of the proposed project or event:

Parafield Gardens Community Carols exists to bring the community of Paralowie and Parafield Gardens together to celebrate all that is good about Christmas. While there are some large carol events around the northern/northeastern suburbs we strive to hold a local event that is easier for people to attend and embrace the uniqueness of the Parafield Gardens area. We are looking to involve three local churches in the event - ONE Life Church, Parafield Gardens Uniting Church, and St Barbara's Anglican Church. Showing the talents of local people and engaging the community in well known Christmas music we believe that we will be enhancing the sense of local community.

Attachments

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

Benefits and Outcomes of the Project or Event

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

We believe that local community is important and that the Parafield Gardens area struggles to find its local identity between Mawson Lakes and Salisbury. We seek to run events that build this local community and any funds raised during this event will go to support Faithworx and ONE Life Community Assist, who between them provide food and meals to those in need in our local community and beyond. This is one of the few community events for the people of our area.

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

Community Grant Application - Page 10 of 13

Support for the Project or Event
<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>We are looking to bring together three churches to run this event under the ONE Life Community Assist banner. ONE Life Church, Parafield Gardens Uniting Church, and St Barbara's Anglican Church. The Parafield Gardens High School has donated the use of their oval for the event. We will be inviting other community organisations to also attend. The involved churches and the High School alone have representatives of hundreds of local Parafield Gardens people.</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>The magangement of the event will be organised by members of the churches involved. Most of the time invested in the organisation process consists of volunteer time to see this event come to fruition. They are overseen by their respective church councils.</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 ONE Life Community Assist (Group/Organisation)

<p>Jeff Marshall / Director <i>(Name/Position)</i></p> <p>_____</p> <p><i>(Signature 1)</i></p> <p>_____</p> <p><i>(Date)</i></p> <p>13 September 2019</p> <p><i>(Date)</i></p> <p>Contact (phone number): XXXXXXXXXX</p>	and	<p>Ken Luyt / Board Member <i>(Name/Position)</i></p> <p>_____</p> <p><i>(Signature 2)</i></p> <p>_____</p> <p><i>(Date)</i></p> <p>13 September 2019</p> <p><i>(Date)</i></p> <p>Contact (phone number): XXXXXXXXXX</p>
---	-----	--

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

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

Application Declaration

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

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

S1 S2

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 ONE LIFE COMMUNITY ASSIST LTD (Group/Organisation)
JEFFERY MARSHALL / DIRECTOR and KEN LUYT / BOARD MEMBER
 (Name/Position) (Name/Position)

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

13/09/2019 13/09/2019
 (Date) (Date)

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 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

Board Meeting held at
One Life Community Assist Ltd
13-15 Ormsby Avenue, Parafield Gardens SA 5017
On the 29th of June 2019

Present: Jeff Marshall, Liz Smith, Ken Luyt, Michael Curtis and John Ruddock

Meeting: Opened in Prayer at 10.00 am

'Excerpt'

2. New Business

2.4 December 15th 2019 Community Christmas Carols

2.4.1 Justin Boxer to represent ONE Life Community Assist on the organising committee for the Parafield Gardens Combined Churches Community Carols, being held on the 15th of December 2019 at 7pm on the Parafield Gardens High School oval. The school has agreed to let us use the oval for free, on the agreeance of their conditions of use.

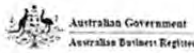
2.4.2 We will be submitting an application for a Community Grant to the City of Salisbury for \$5,000 to go towards the budget of \$5, 906 (Staging - \$2,068 + printing \$140 + Sound \$3,500).

Meeting closed 11:50am


Jeffrey Marshall
Chairman / Director


Ken Luyt
Board Member

Scanned by CamScanner



ABN Lookup

Current details for ABN 92 138 770 626

ABN details

Entity name:	ONE LIFE COMMUNITY ASSIST. LTD
ABN status:	Active from 01 Jan 2010
Entity type:	Australian Public Company
Goods & Services Tax (GST):	Registered from 01 Jan 2010
Main business location:	SA 5107

Australian Charities and Not-for-profits Commission (ACNC)

ONE LIFE COMMUNITY ASSIST. LTD is registered with the Australian Charities and Not-for-profits Commission (ACNC) as follows:

ACNC registration	From
Registered as a charity view ACNC registration	03 Dec 2012

Business name(s)

Business name	From
ONE Life Community Assist	10 Jun 2015

Trading name(s)

From 1 November 2023, ABN Lookup will not display trading names and will only display registered business names. For more information, click help.

Trading name	From
Fair Havens	01 Jan 2010

ASIC registration - ACN or ARBN

138 770 626 View record on the ASIC website

Charity tax concession status

ONE LIFE COMMUNITY ASSIST. LTD is a Public Benevolent Institution endorsed to access the following tax concessions:

Tax concession	From
GST Concession	19 Feb 2010
Income Tax Exemption	19 Feb 2010
FBT Exemption	19 Feb 2010

Deductible gift recipient status

ONE LIFE COMMUNITY ASSIST. LTD is endorsed as a Deductible Gift Recipient (DGR) from 19 Feb 2010. It is

Scanned by CamScanner

covered by Item 1 of the table in section 30-15 of the *Income Tax Assessment Act 1997*.



Important

Please read [Deductible Gift Recipient \(DGR\)](#) information before making a gift.

ABN last updated: 10 Apr 2019

Record extracted: 13 Sep 2019

Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).

Scanned by CamScanner



Quote: 133

Quote

Quote date: 18/07/2019

Bill to:
One Life Church

Expiry:
17/08/2019

ITEM	DESCRIPTION		UNITS	UNIT PRICE (ex GST)	TAX TYPE	AMOUNT (ex GST)
1010	One Life Church Parafield Gardens Carols	Qty	16	80.00	GST	1,280.00
	Staging- 9.7m x 4.8m x 900mm high Steps, safety rails, stage skirt included					
1050	Delivery Sunday 15th December 2019 - am Picked up Sunday 15th December 2019 - pm Times TBC	Qty	2	300.00	GST	600.00
Sub-Total (ex GST):						\$1,880.00
GST:						\$188.00
TOTAL (inc GST):						\$2,068.00



Date 17/10/12
Quote # 11

Justin Boxer
One Life Church
13-15 Ormsby Ave
Parafield Gardens SA 5107

Description	QTY	Price Ea	Total
Supply, Set up, Operate and Pack up technical equipment (PA) for Community Carols 2019	1.00	\$3,500.00	\$3,500.00

Balance Due	\$3,500.00
-------------	------------

Quote valid for 30 days



Item 7.2.6 - Attachment 1 - 26/2019: One Life Community Assist Limited - Application

ITEM	7.2.7		
	SPORT, RECREATION AND GRANTS COMMITTEE		
DATE	11 November 2019		
PREV REFS	Sport, Recreation and Grants Committee	7.2.2	14/10/2019
HEADING	27/2019: Victory Church International Limited - 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 Victory Church International Limited 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 November 2019 round of Community Grants as follows:
 - a. 27/2019: Victory Church International Limited be awarded the amount of **\$5,000.00** to assist with the purchase of **food items for the 2019 Christmas Box Adelaide** project as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 27/2019: Victory Church International Limited - Application
2. 27/2019: Victory Church International Limited - Additional Information

1. BACKGROUND

- 1.1 The Victory Church International Limited Application was received for the October 2019 round of Community Grants. The Application was incomplete and required further information.
- 1.2 Victory Church International Limited has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The Victory Church International Limited Application was originally received for the October 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:
- evidence that the Board has endorsed submission of the application was not provided;
 - the attachments were not received for information on Christmas Box and links to AVs;
 - the list of selected Community and Government organisations that Victory Church International Limited will provide Christmas boxes for distribution was requested.
- 2.2 The additional information has been received and the Victory Church International Limited Application meets the eligibility criteria for funding consideration for the upper limit Community Grants Program funding.
- 2.3 Victory Church International Limited is registered as an ‘Australian Public Company’ and is registered with the Australian Charities and Not-for-Profits Commission (ACNC).

3. CONCLUSION / PROPOSAL

- 3.1 The Victory Church International Limited Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

From: Krystal Forrester [REDACTED]
Sent: Wednesday, 18 September 2019 1:02 PM
To: CDAdmin
Subject: FW: Community Grant Application for October Meeting

Please find the forwarded email below, dated Saturday 14th September.

Krystal Forrester
Operations Manager

[REDACTED] w: <https://victorychurch.net.au>

From: Krystal Forrester
Sent: Saturday, 14 September 2019 12:04 PM
To: 'city@salisbury.sa.gov.au' <city@salisbury.sa.gov.au>
Subject: Community Grant Application for October Meeting

To the City of Salisbury – re: Community Grants,

Please find the attached completed Community Grant Application.

The second attachment is a breakdown of the food allocation, all itemised and costed.
I can send 2 AVs, one is an AV that provides a description of the project, the second is an AV testimony of someone receiving a Christmas Box.

Looking forward to hearing from one of your team.

In appreciation,

Krystal Forrester
Operations Manager

[REDACTED] w: <https://victorychurch.net.au>



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 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:	Victory Church International Ltd		
Address:	5 Maxwell Road		
Suburb:	Pooraka Postcode: 5095		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Ms Krystal Forrester		
Title (your role with the group/organisation):	Operations Manager		
Address:	5 Maxwell Road Pooraka 5095		
Phone:	Landline: [REDACTED] Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Ms Krystal Forrester		
Title (role with the group/organisation):	Operations Manager		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i>	Board		
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: <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

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:	Congregation tithes/donations	
f) Purpose:	Religious	
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: Victory Church International Ltd. <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:	Gillian Aldridge	
Referee's Contact Information:	galdridge@salisbury.sa.gov.au [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> 3 0 1 3 4 7 3 0 8 7 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 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

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:	\$ 21,000
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 <i>income from sponsors is \$0, however we have an expectation to raise funds from local businesses in the area.</i>
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	\$ 50,000 <i>Non-cash donations given as sponsorship in kind.</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 checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 71,000
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>recruitment of 100 volunteers for over 7 hours in 1 day, equipment donations (e.g. forklifts, transport), management hours x 78hrs (over 4 months), venue donation for 5 days.</i>
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
<i>Food Items</i>	<i>\$ 69,420</i>
<i>Transport (Melbourne - Adelaide)</i>	<i>\$ 4,000</i>
<i>Forklift (3 day hire)</i>	<i>\$ 490</i>
<i>Pallet Jack x3 for 3 days</i>	<i>\$ 576</i>
TOTAL (including GST):	\$ 74,486

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 <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	Christmas Box Adelaide
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	Ongoing; first year in Adelaide but will be an annual event in December
Total cost of Project/Event	\$ 74,486
Amount of Community Grant Funding Requested	5000
Is there any other information that you may feel is relevant to your application?	<p><i>Christmas Box has been operating across NZ for over 18 years, it impacts tens of thousands of families in need every year. In 2019, NZ will be packing & distributing 22,000 boxes to approximately 400 community organisations. Operating in Melbourne since 2013, and will be packing & distributing 5,000 boxes to nearly 100 community organisations. This year, the project is extended to Adelaide. A Christmas Box enables a family in need to survive over the Christmas period. It provides the basic foods for a family of 4-6 people.</i></p>
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. Information on Christmas Box 2. Links to AV's
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 checked="" type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input checked="" 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	Victory Church International Ltd.
Group/Organisation Description	Religious
Group/Organisation Registered Address	Number/Street: 5 Maxwell Road Suburb: Pooraka Postcode: 5095
Is the Club Incorporated?	No
Number of Members	2000 approximately
% of Membership that reside in the City of Salisbury	50 % approximately
Project/Event Details	
Project/Event Name	Christmas Box Adelaide
Project/Event Summary	Distribute 1000 food hampers to families in need at Christmas
Date(s) of Project/Event	7 December 2019
Location of Project/Event:	Number/Street: 5 Maxwell Road Suburb: Pooraka Postcode: 5095
How will the Project/Event benefit the residents of the City of Salisbury?	At risk families in the Salisbury area will be targeting through our partnership with social agencies who will identify those that are in need.
How many individuals will benefit from the Project/Event?	5,000 <i>Each box will feed a family of four to six for a week. We will complete 1000 boxes in 2019</i>
% of project/event participants that reside in the City of Salisbury	50 %
If it is an Event, is it open to the public?	No <i>Open to registered volunteers only.</i>
How will the Project/Event be promoted?	<i>Social media, website, community partners & corporate partnerships</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	\$ 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>	
Food Breakdown; quote attached	\$ 0
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 0
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><i>Provide a description of the proposed project or event:</i></p> <p><i>30,000 Christmas Boxes of essential food items and some treats will be assembled on "Packing Day" across Australia, New Zealand and the Cook Islands.</i></p> <p><i>In Adelaide approximately 100 volunteers from the local community will assemble at Victory Church donating several hours to pack 1,000, 12Kg Christmas Boxes. Selected Community and Government organisations will have pre-identified recipient families with the highest needs. As Christmas Boxes are packed, these organisations will be scheduled to collect their allocations and then personally distribute the boxes to the families.</i></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. Information regarding Christmas Box 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>1 in 5 Aussie kids don't get enough food. More than 900,000 children have regular reports that families are cancelling Christmas because they don't have enough food to bring to the Christmas table.</i></p> <p><i>Their struggle is daily battle, and yet it is amplified significantly more through Christmas time.</i></p> <p>Benefits of a Christmas Box:</p> <p><i>Children have food throughout Christmas.</i></p> <p><i>Families are not isolated, able to be with extended friends and family.</i></p> <p><i>Families maintain their dignity because they can bring something to the table.</i></p> <p><i>Empowering parents/caregivers to buy gifts for the children.</i></p> <p>Outcomes:</p> <p><i>In Melbourne since 2013 have distributed more than 13,000 Christmas Boxes to families in need to December 2018.</i></p> <p><i>Over 52,000 Australians (in Victoria) have been supported from 2013-2018.</i></p> <p><i>In Adelaide 1,000 Christmas Boxes will be distributed to families in need in December 2019, a significant amount in Salisbury area.</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

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>To ensure that we do our due diligence on behalf of our funders/donors, we are distributing all the Christmas Boxes through Community Organisations, who work with families with current need.</i></p> <p><i>We are currently in discussion with local charitable organisations, including Backpacks for SA Kids, refugee and domestic violence support groups who provide emergency accommodation and similar service for effected families.</i></p> <p><i>Local businesses, including retail and wholesalers, have been invite to participate in providing food to contribute to the Christmas Box at a discounted rate.</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>AV Testimony from a Christmas Box recipient.</i> 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>Since 2001, Christmas Box has provided essential food for over 131,000 families just before Christmas, when budgets are the tightest for so many. In 2019 Christmas Box will pack and distribute a combined 330 Tonnes of food to 30,000 families in need. With active support from the main New Zealand office, and also the Australian office in Melbourne, (both registered Charitable Trusts) Victory Church will be one of 12 Packing Locations and over 400 Community Organisations working to achieve this. With an established and proven system and with sponsorships and commercial collaboration, the support and longevity of this charitable project are assured.</i></p> <p><i>Victory Church has been operating since 1994, only recently celebrating our 25th anniversary. Situated in Northern Adelaide, and located in Pooraka for the last 10 years. The Adelaide arm of this project comes with the full support and backing of Victory Church and its members, many who are local 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

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.

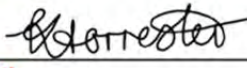
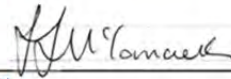
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.

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 Victory Church (Group/Organisation)

Krystal Forrester / Operations Manager and **Leanne McCormack / General Manager**
(Name/Position) (Name/Position)

 
(Signature 1) (Signature 2)

13 September 2019 13 September 2019
(Date) (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:

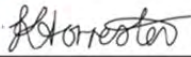
	Yes	No
A private recreational pursuit or hobby	<input type="checkbox"/>	<input checked="" type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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.

Victory Church International Ltd.
(Group/Organisation)

Krystal Forrester - Operations Manager
(Name/Position)


(Signature)

14 September 2019
(Date)

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



Website:
lifecommunity.org.nz

Postal address:
PO Box 108138 Symonds St,
Auckland 1150

QUOTATION

12 September 2019

Victory Church Adelaide
Christmas Box 2019

To: Providing Products for Christmas Box 2019, Adelaide Location, as follows.
Prices include GST, where applicable:

Product	Value	Per Box	Qty	Total Value
Vegemite 150g	3.35	1	1000	3350.00
Pasta 200g	3.07	1	1000	3070.00
Pasta Sauce 500g	3.07	1	1000	3070.00
Cereal - Granola 400g	6.50	1	1000	6500.00
Lime Jelly 85g	2.00	1	1000	2000.00
Nutella 400g	6.00	1	1000	6000.00
Balloons 20pk	2.00	1	1000	2000.00
Crackers - Peckish	3.50	1	1000	3500.00
Pancake Mix 350g	2.50	1	1000	2500.00
Cup-a-Soup 2-per box	2.00	2	2000	4000.00
Wipes 20-pack	1.00	1	1000	1000.00
Baked Beans 440g	2.00	1	1000	2000.00
Deep Spring 1.25l	1.00	1	1000	1000.00
Potato Chips - Natural Honey Soy	3.20	1	1000	3200.00
2 Min Noodles 5 Pack	3.95	1	1000	3950.00
Lollies - Starburst 180g	1.99	1	1000	1990.00
Muesli Bars - Nice & Natural	4.00	1	1000	4000.00
Dorritos 125g	3.20	1	1000	3200.00
Rice 1Kg	1.50	1	1000	1500.00
UHT Milk 1L	1.30	1	1000	1300.00
Greens Choc Cake Mix 440g	3.00	1	1000	3000.00
Playing Cards Christmas Box branded	6.00	1	1000	6000.00
Carton	1.29	1	1000	1290.00
TOTAL		24 items		\$69,420.00

Prices valid until December 7, 2019.

BRINGING HELP
& HOPE



From: Krystal Forrester [REDACTED]
Sent: Friday, 27 September 2019 3:32:13 PM
To: City of Salisbury
Subject: Community Grant Application - Christmas Box, Victory Church

ATTN: Bronwyn

Hi Bronwyn,

Thank you for letter confirming you have received our application for grant funding from the City of Salisbury.
In relation to your letter I understand you have need of further information from us.

Page 3: asks for evidence by way of meeting minutes from our Board to confirm they have endorsed the submission of the Community Grant Application.
To satisfy this request, would I be able to submit a letter from the Board to confirm their endorsement?

Page 7: required attachments for further information about Christmas Box. This can be found at the following links:
Website: <http://www.christmasbox.org.au/>
Overview of Christmas Box: <https://vimeo.com/362718313/c715b1d936>
Taryn's Story, Melbourne woman who received a Christmas Box at <https://vimeo.com/234440304>

Page 10: a list of selected community agencies and government organisations who will distribute Christmas Boxes.
I will submit a compiled list by the 15th October as we are still confirming a few more recipients.

Kind Regards,

Krystal Forrester
Operations Manager

[REDACTED] w: <https://victorychurch.net.au>



From: Krystal Forrester [REDACTED]
Sent: Tuesday, 15 October 2019 1:24:19 PM
To: City of Salisbury
Subject: Community Grant Application - Christmas Box, Victory Church

ATTN: Bronwyn

Hi Bronwyn,

Thank you for letter confirming you have received our application for grant funding from the City of Salisbury.

In relation to your letter I understand you have need of further information from us.

Page 3: please find attached a letter from our board, in support of our grant application.

Page 7: required attachments for further information about Christmas Box. This can be found at the following links:

Website: <http://www.christmasbox.org.au/> alternatively; <https://victorychurch.net.au/christmas-box>

Overview of Christmas Box: <https://vimeo.com/362718313/c715b1d936>

Taryn's Story, Melbourne woman who received a Christmas Box at <https://vimeo.com/234440304>

Page 10: a list of selected community agencies and government organisations who will distribute Christmas Boxes.

Please find attached a list of some of the agencies, we are still confirming a few more recipients as most community organisations will need to speak with their higher management before being involved in Christmas Box.

Warm Regards,

Krystal Forrester
Operations Manager

p [REDACTED] w: <https://victorychurch.net.au>



file:///C:/Users/kforrester/AppData/Local/Temp/Temp/2019/10/21/10/2019/5... 21/10/2019



4th October 2019

City of Salisbury
PO Box 8
SALISBURY SA 5108

Re: Approval for Application of Community Grant

Dear City of Salisbury,

This letter serves as a confirmation from the Board of Victory Church International Ltd endorsing the submission of a community grant application offered by the City of Salisbury. The grant is for the purpose of Christmas Box, a community outreach project that is launching in Adelaide this year.

Christmas Box will take place in December 2019 and partner with community organisations to distribute to families in need in the Salisbury and the surrounding Northern Adelaide areas.

Should you require further verification please do not hesitate to contact us.

Yours sincerely,

A handwritten signature in black ink, appearing to be a stylized name.

A handwritten signature in black ink, appearing to be 'A.W. Demmitt'.

VICTORY CHURCH INTERNATIONAL

p 8262 7733
e admin@victorychurch.net.au
w www.victorychurch.net.au
5 Maxwell Road, Pooraka, SA 5095

ABN: 98 826 255 766

Christmas Box Distribution List 2019

2019 Number of Boxes (ADE)		1000
Boxes to be allocated		172
Recipient Organisation Details		BOXES
Name of Organisation	Contact Person	# of boxes 2019
Lighthouse Disability	Diane Ashford	28
Life Without Barriers	Tracey	260
Victory Church	Krystal	30
Street Reach	Jen Fyfe	20
White Lion	Kerrie Sellen	120
Barkuma	Andrea Shedland	50
Eastern DV Service	Kathy	100
Second Chances	Sarah Kaine	50
<i>Northern DV Service - TBC</i>		150
<i>Western DV Service - TBC</i>		20

ITEM	7.2.8
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	31/2019: Scodes Volunteer and Training Services Pty Ltd - 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 Scodes Volunteer and Training Services Pty Ltd Application is submitted to the Sport, Recreation and Grants Committee for information.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

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

1. 31/2019: Scodes Volunteer and Training Services Pty Ltd - Application

1. BACKGROUND

- 1.1 Scodes Volunteer and Training Services Pty Ltd has not received prior Community Grants Program funding.
- 1.2 The Scodes Volunteer and Training Services Pty Ltd is deemed ineligible for Community Grants Program funding in accordance with section 8 of the Guidelines and Eligibility Criteria.

2. REPORT

- 2.1 The Scodes Volunteer and Training Services Pty Ltd is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria section 8.2 *Funding will not be considered for an organisation that is a non-incorporated body and is not auspiced by a parent incorporated body or is not endorsed with Deductible Give Recipient (DGR) status by the Australian Taxation Office of Australian Charities and Not-for-profits Commission; and Organisations receiving Local, State or Federal Government funding either directly or indirectly via a third party for the same purpose:*
- 2.1.1 Scodes Volunteer and Training Services Pty Ltd is registered with the Australian Business Register as a 'Discretionary Trading Trust under the entity name 'The Trustee for Scodes Volunteer and Training Services Trust' and is registered with the Australian Charities and Not-for-Profits Commission (ACNC).
- 2.1.2 The name registered with the Australian Securities and Investment Commission (ASIC) 'Scodes Volunteer and Training Services Pty Ltd' does not match the name registered with the Australian Business Register 'The Trustee for Scodes Volunteer and Training Services Trust'.
- 2.1.3 Scodes Volunteer and Training Services Pty Ltd receive government funding for Work for the Dole (*section 4 part d) and e) of the Application*).
- 2.2 Furthermore, the project requiring funding is for shopping bags for 'Salisbury Uniting Church for food hampers, Christmas'. The City of Salisbury has received Community Grants Program Applications for consideration in the November 2019 round for similar projects.
- 2.3 Scodes Volunteer and Training Services Pty Ltd has been advised that the application is ineligible.
- 2.4 The Scodes Volunteer and Training Services Pty Ltd Application is submitted to the Sport, Recreation and Grants Committee for information.

3. CONCLUSION / PROPOSAL

- 3.1 The Scodes Volunteer and Training Services Pty Ltd Application is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria section 8.2 due to the registration differing between the Australian Securities and Investment Commission and Australian Business Register. Furthermore, the Applicant is trading under a 'trust' structure and receives government funding for Work for the Dole.
- 3.2 The Scodes Volunteer and Training Services Pty Ltd Application is submitted for information as per section 11.6 of the Community Grants Program Guidelines and Eligibility Criteria:

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

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

dwa1A87

From: Toula Alexander [REDACTED]
Sent: Friday, 27 September 2019 4:22:01 PM
To: City of Salisbury
Subject: Grant Application

Please find attached Grant application. Please advise if I have missed anything as I have not written any previous grants.

regards Toula Alexander

--
TOULA ALEXANDER
Manager
SCODES Volunteer and Training Services
Mob [REDACTED]
E Mail [REDACTED]



Community Grants Program

Application Form

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

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



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 checked="" type="checkbox"/>	<input type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months (<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:	SCODES VOLUNTEER AND TRAINING SERVICES TRUST		
Address:	[REDACTED]		
Suburb:	WYNN VALE Postcode: 5127		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mrs EFSTRATIA TOULA ALEXANDER		
Title (your role with the group/organisation):	CEO		
Address:	[REDACTED]		
Phone:	Landline: Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Mrs EFSTRATIA TOULA ALEXANDER		
Title (role with the group/organisation):	CEO		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i>			
Is your organisation:			
a) Incorporated:	<table 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 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: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	<table 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 checked="" type="checkbox"/> (go to question e & f)	No <input type="checkbox"/>
e) Funding source/s:	WORK FOR THE DOLE	
f) Purpose:	RUN SEWING ART AND CRAFT PROGRAMS FOR UNEMPLOYED	
g) Other (please specify):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. BANKING INFORMATION		
Your organisation must have its own Bank/Credit Union Account or similar		
Full Account Name: SCODES VOLUNTEER AND TRAINING SERVICES P. <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:	STEVEN BRANSEN	
Referee's Contact Information:	HLB MANN	

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> 8 6 1 2 1 4 9 0 3 1 8 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<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"/> <small>(enter '0' dollar amounts below)</small>
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	\$ 2,000
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>	2455
Have you sought any other funding for the project/event: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 2,000
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>labour, inkind, materials, threads, needles, pins, test and tagging, overlock threads</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 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	<i>shopping bags for Salisbury Uniting church for food hampers , Xmas</i>
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	<i>ongoing</i>
Total cost of Project/Event	<i>\$ 0</i>
Amount of Community Grant Funding Requested	<i>\$ 2,455</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 checked="" 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 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	SCODES VOLUNTEER AND TRAINING SERVICES
Group/Organisation Description	SEWING ART AND CRAFT FOR DONATING TO CHARITIES
Group/Organisation Registered Address	Number/Street: [REDACTED] Suburb: WYNN VALE Postcode: 5127
Is the Club Incorporated?	NO
Number of Members	
% of Membership that reside in the City of Salisbury	%
Project/Event Details	
Project/Event Name	
Project/Event Summary	
Date(s) of Project/Event	
Location of Project/Event:	Number/Street: 59-61 PARK TERRACE, Suburb: SALISBURY Postcode: 5108
How will the Project/Event benefit the residents of the City of Salisbury?	DONATIONS OF SHOPPING BAGS FOR FOOD AND XMAS
How many individuals will benefit from the Project/Event?	400
% 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?	

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

Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 2,455
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
JANOME 644D OVERLOCKER	\$ 499
JANOME 644D OVERLOCKER	\$ 499
JANOME DC6050 SEWING MACHINE	\$ 699
JANOME DC 2050 SEWING MACHINE	\$ 379
JANOME DC 2050 SEWING MACHINE	\$ 379
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 2,455
Quote Attached: <i>A detailed, current quote <u>must be provided</u> 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>My Charity Organisation makes items and donates to other Charities in South Australia. We have recently moved to Salisbury Uniting Church 59 Park Terrace, Salisbury and have been asked to make a few hundred shopping bags for their food parcels and Christmas hampers. I would like to assist this worthwhile cause and am asking for sewing machines and overlockers to be able to make these items and hopefully continue assisting this church as well as others in the area. I will supply all fabric , thread, pins, tape measure, overlock thread, testing and tagging etc.</i></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. quote from [REDACTED]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>Residents in the Salisbury area are able to access food parcels from the Unitng Church . I would like to assist by making fabric shopping bags to use instead of plastic.</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.

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)

I will donate the bags as they are made.

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
----	----

<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.

On behalf of _____ (Group/Organisation)

(Name/Position) /	and	(Name/Position) /
(Signature 1)		(Signature 2)
(Date)		(Date)
Contact (phone number):		Contact (phone number):

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

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



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 Scodes Volunteer and Training Services Trust (Group/Organisation)
(Name/Position) Efstratia Toula Alexander CEO and IAN ROBERT ALEXANDER (Name/Position) ADMIN MANAGER

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

27/9/19 (Date) 27/9/19 (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

Quotation

27/09/19

Quotation for supply of sewing machines and overlockers to SCODES Volunteer and Training Services

1 x Janome DC6050 at \$699

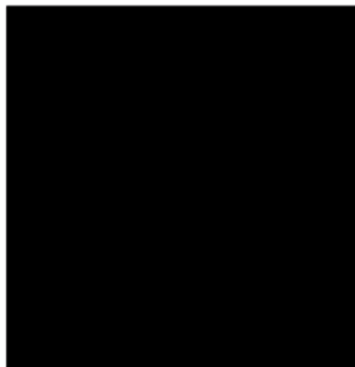
2 x Janome DC2050 at \$379 each

2 x Janome 644D overlocker at \$499 each

Total \$2455 inc. GST

Thank you

Kind regards



ITEM	7.2.9
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	32/2019: Pacific Islands Council of South Australia Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	The Pacific Islands Council of South Australia 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 November 2019 round of Community Grants as follows:
 - a. Grant No. 32/2019: Pacific Islands Council of South Australia Inc. be awarded the amount of **\$4,170.00** to assist with the purchase of **hall hire (exclusive of bond), skip hire, sound system hire, bain-marie, urn, food carrier, pots and serving spoons for the 2019 Inaugural Pasifika Island Nite** event as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 32/2019: Pacific Islands Council of South Australia Inc. - Application
2. 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

1. BACKGROUND

- 1.1 The Pacific Islands Council of South Australia Inc. has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The Pacific Islands Council of Australia Inc. Application meets the eligibility criteria for funding consideration for the upper limit Community Grants Program funding.
- 2.2 The funding recommendation does not include the projector, projector screens or trestle tables as these are available with the hall hire.

- 2.3 It should be noted when assessing the Application that the equipment will be stored at a private address post event, which is *unlikely* to be funded through the Community Grants Program (*Attachment C, Guidelines and Eligibility Criteria*).

3. CONCLUSION / PROPOSAL

- 3.1 The Pacific Islands Council of Australia Inc. Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

This form can be completed, printed, signed then posted;
OR completed, signed (sign, place signature in pdf) then
submitted via the email button.



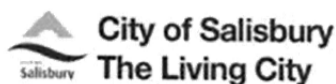
check the application before printing or submitting

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 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

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	<i>Pacific Islands Council South Australia</i>		
Address:	[REDACTED]		
Suburb:	<i>Myrtle Bank</i> Postcode: <i>5064</i>		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	<i>Mrs Kylie Natadra</i>		
Title (your role with the group/organisation):	<i>Secretary</i>		
Address:	[REDACTED]		
Phone:	Landline: Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Mr Tukini Tavui</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>Board & Executive meetings</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: <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; 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 checked="" type="checkbox"/> <small>(evidence must be attached to this application)</small>	No <input 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>Pacific Islands Council of South Australia</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>Megs Lamb</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> 4 2 0 4 5 4 4 7 3 5 3 <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 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

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:	\$ 3,000
Organisation's contribution:	\$ 500
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>	\$ 500 <i>Community groups will provide food, consumables, loan of equipment</i>
Have you sought any other funding for the project/event: <small>(please specify the source and amount of funding requested)</small>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No \$ 8,000 <i>Community post grant applied for Notification mid October</i>
TOTAL (including GST):	\$ 12,000
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>Community groups will be volunteering their time in organizing the event, set up and assistance at the event. Community groups will also be providing cultural foods, displays, dance performances and songs.</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Hall hire & deposit</i>	\$ 1,315
<i>Food/beverages & licence</i>	\$ 2,200
<i>equipment hire inc skip bin</i>	\$ 718
<i>data projector</i>	\$ 1,047
<i>purchase of equipment</i>	\$ 2,932
<i>trestle tables</i>	\$ 354
<i>consumables, prizes</i>	\$ 400
<i>promotions, advertising</i>	\$ 200
TOTAL (including GST):	\$ 9,166

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: <small>(please tick which is applicable)</small>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	<i>Inaugural Pasifika Island Nite</i>
Date(s) of Project/Event <small>(if ongoing or one-off please state "ongoing"/"one-off")</small>	<i>November 23rd 2019</i>
Total cost of Project/Event	<i>\$ 9,166</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.	<p><i>This project is a stepping stone to engaging the broader Pacific islands community of South Australia who number around 7000 members. The event will create a platform that will allow for the voices within the smaller communities to be heard, acknowledged and recognized, and also for those within their own communities that have disengaged for a variety of reasons, to feel reconnected to their Islander culture.</i></p> <input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <small>(please check all that apply)</small>	
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? (if Yes – when, amount granted and what the grant was for:)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):		
What amount of Grant funding was provided:		
When was the previous Grant acquitted (month & year):		
Group/Organisation Information		
Group/Organisation Name	<i>Pacific Islands Council of South Australia</i>	
Group/Organisation Description	<i>Thriving, vibrant & harmonious Pacific Islands community of SA</i>	
Group/Organisation Registered Address	Number/Street: [REDACTED] Suburb: <i>Myrtle Bank</i> Postcode: <i>5064</i>	
Is the Club Incorporated?	<i>yes</i>	
Number of Members	<i>500</i>	
% of Membership that reside in the City of Salisbury	<i>70 %</i>	
Project/Event Details		
Project/Event Name	<i>Pasifika Island Nite</i>	
Project/Event Summary	<i>An inaugural event bringing together the Pacific Islands communities</i>	
Date(s) of Project/Event	<i>Saturday 23rd November 2019</i>	
Location of Project/Event:	Number/Street: <i>Denison Centre</i> Suburb: <i>Mawson Lakes</i> Postcode: <i>5095</i>	
How will the Project/Event benefit the residents of the City of Salisbury?	<i>generate income to the Denison center and local businesses</i>	
How many individuals will benefit from the Project/Event?	<i>250</i>	
% of project/event participants that reside in the City of Salisbury	<i>70 %</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 avenues</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>	
Denison Hall hire & deposit	\$ 1,315
skip bin hire	\$ 179
data projector	\$ 1,047
food/beverages	\$ 2,000
trestle tables x 6	\$ 354
sound system hire	\$ 330
projector screen hire x 2	\$ 110
lighting hire	\$ 99
advertising/promotions	\$ 200
commercial bain marie	\$ 1,578
commercial hot water urn	\$ 261
commercial food insulator carrier	\$ 447
commercial rice cooker	\$ 365
commercial cooking pots and servers	\$ 280
liquor licence	\$ 200
raffle baskets/prizes	\$ 200
consumables	\$ 200
TOTAL (including GST):	\$ 9,165
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 <small>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</small>

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></p> <p><i>Currently in South Australia there are a few Pacific Islander communities that hold their own "Island Nite" celebrations each year, that generally coincide with their countries Independence day. The Pasifika Island Nite will be a gathering of all community leaders & representatives joining together collaboratively to support each other and provide opportunities of networking, inclusiveness and celebration. This community event will allow for some of the smaller communities to participate and celebrate with others (eg Maluku, Kiribati & Tahiti - refer to statistics on 2016 census that is attached) Each community will have the opportunity to showcase their own culture inclusive of food, dance and costume, and to also see how other cultures achieve this in their own communities.</i></p> <p>Objectives: <i>To assist and engage each community to develop and be self sufficient in maintaining their organisation To expose each community to other cultures through integration and collaboration of many communities within South Australia To provide an opportunity for each community to showcase their culture at a large event To engage minority groups to feel inclusive To allow for re connection of some Pacific Islanders that have disengaged from their respective community</i></p> <p>Attachments <input type="checkbox"/> There are no attachments relating to the Project or Event Scope. <input checked="" type="checkbox"/> The following documents are attached relating to the Project or Event Scope: 1. Board meeting minutes 2. Event Committee meeting minutes 3.</p>

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 event is open to local communities within the City of Salisbury, but to all communities across South Australia. The Denison Centre will benefit by hall fee hire, and local businesses will benefit by items purchased locally for the event (food, beverages, skip bin hire, consumables etc..) Communities outside of Salisbury council will be able to see what the area has to offer through local businesses and venues. This in turn may influence other communities in holding their event at the Denison Centre in the future.</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>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community: <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 large number of Pacific Islander communities reside in the Salisbury Council area, so by having the event at the Denison Centre it is more accessible for people to attend. Many Islander communities over the past years have held events at the Denison centre (Fijian community, Papua New Guinea etc..)due to its location to many Islander communities. Through board meetings where each Islander community have representatives, the venue for the event has been discussed numerous times, and a consensus agreed to have it at this location to be convenient for communities to assist with organizing the event.</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>Pacific Island Data base</i> 2. 3.

Project or Event Management
<p><u>Ongoing Projects or Events</u> <i>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)</i></p> <p><u>One-off Projects or Events</u> <i>Describe how the proposed project or event will be managed: (outline how you will achieve outcomes for the project or activity)</i></p> <p><i>Success of the event will be evidenced through community attendance & responses on the night, as well as future participation at other events. If there is an increase in interest & attendance at future events then this is reflective on the increase in awareness among other communities. Each community representatives report monthly at the PICSA board, so success will be determined at future meetings. The increase of support to minority groups & the reestablishment of communities will also advise us that the project has been a success.</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.

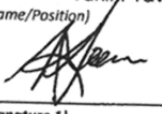
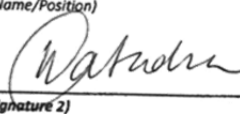
I acknowledge that the information provided in this application is true and correct.

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 Pacific Islands Council of Sout (Group/Organisation)

<p style="text-align: center;">Tukini Tavui / President <small>(Name/Position)</small></p> <p style="text-align: center;"> <small>(Signature 1)</small></p> <p style="text-align: center;"><u>29/09/19</u> <small>(Date)</small></p> <p>Contact (phone number): [REDACTED]</p>	and	<p style="text-align: center;">Kylie Natadra / Secretary <small>(Name/Position)</small></p> <p style="text-align: center;"> <small>(Signature 2)</small></p> <p style="text-align: center;"><u>29/9/19.</u> <small>(Date)</small></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 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)

[Click Here to Complete Application](#)

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



S85		B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Ancestry: Pacific Islanders in South Australia																
2	Ancestry is a count of responses (a person could provide up to 2 Responses)																
3	Cells in this table have been randomly adjusted to avoid the release of confidential data. No reliance should be placed on small cells.																
4	****Data on labour force and occupation is not included in these tables as this data is NOT available until October 2016																
5																	
6																	
7	AGE	Melanesian and Papuan, nfd	Ni-Vanuatu	Papua New Guinean	Solomon Islander	Micronesian, nfd	I-Kiribati	Polynesian, nfd	Cook Islander	Fijian	Niuean	Samoan	Tongan	Hawaiian	Tokelauan		
8	0-4 years	277	-	30	11	-	-	-	17	63	13	34	32	-	-	-	-
9	5-9 years	317	8	30	6	-	-	-	28	59	3	37	27	-	-	-	4
10	10-14 years	284	-	37	9	3	3	-	19	55	3	39	21	-	-	-	3
11	15-19 years	268	3	24	8	-	5	17	16	72	5	49	22	4	-	-	7
12	20-24 years	260	5	31	-	-	-	6	21	65	8	38	34	-	-	-	-
13	25-29 years	273	4	27	8	-	3	10	24	72	7	49	29	-	-	-	3
14	30-34 years	230	-	33	5	-	-	4	21	64	3	36	32	-	-	-	4
15	35-39 years	189	7	29	9	-	-	8	18	61	8	24	14	5	-	-	6
16	40-44 years	210	-	34	5	-	7	-	18	57	4	39	14	5	-	-	3
17	45-49 years	217	10	21	-	-	-	8	12	47	-	25	18	-	-	-	-
18	50-54 years	197	-	7	-	-	-	9	11	38	4	22	10	3	-	-	-
19	55-59 years	162	-	8	-	-	-	5	10	38	3	10	7	-	-	-	-
20	60-64 years	131	-	10	-	-	-	6	13	32	-	9	14	-	-	-	-
21	65+	142	-	3	-	-	-	4	14	33	-	10	13	-	-	-	-
22	Total	3,157	37	324	61	3	18	77	242	756	61	421	287	17	30		
23	RELIGION																
24	Buddhism	22	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25	Christianity	1,270	27	13	212	13	3	18	43	136	373	41	264	204	8	24	
26	Hinduism	5	-	-	-	-	-	-	-	145	-	-	-	-	-	-	-
27	Islam	8	-	-	-	-	-	-	-	39	-	-	-	-	-	-	-
28	Judaism	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
29	Other Religions	23	-	-	-	-	-	-	-	6	-	-	6	-	-	-	-
30	No religion	1,590	5	8	104	33	6	5	35	83	165	16	116	62	6	8	
31	Own Spiritual Beliefs/Other secular beliefs	13	-	-	-	-	-	-	-	-	-	3	-	-	-	-	-
32	Inadequately described	34	-	-	-	3	-	-	-	5	-	-	-	-	-	-	-
33	Not stated	198	-	17	5	-	-	-	16	27	5	30	10	-	-	-	-
34	Total	3,159	40	339	51	12	27	82	238	760	60	416	286	17	32		
35	REGISTERED MARITAL STATUS																
36	Never married	1,255	12	3	131	18	-	9	46	99	223	27	169	89	9	14	
37	Widowed	57	-	7	-	-	-	-	-	14	-	-	4	-	-	-	-
38	Divorced	198	-	14	4	-	6	6	16	31	3	20	6	-	-	-	-
39	Separated	111	-	17	-	7	-	-	23	-	-	15	10	-	-	-	-
40	Married	669	13	76	8	10	19	50	282	9	104	96	6	8			
41	Under 15	875	12	97	19	4	3	8	64	181	22	114	87	-	-	-	10
42	Total	3,159	40	339	51	12	27	82	238	760	60	416	286	17	32		
43	SOCIAL MARITAL STATUS																
44	Married in a registered marriage	628	12	58	8	5	16	50	268	9	87	77	6	10			
45	Married in a de facto marriage	482	3	30	7	-	9	35	48	8	48	21	4	9			
46	Not married	1,019	8	131	15	10	41	87	242	20	134	78	5	12			
47	Not applicable	1,031	14	120	22	4	3	9	75	207	25	138	115	5	10		
48	Total	3,159	40	339	51	12	27	82	238	760	60	416	286	17	32		

Item 7.2.9 - Attachment 1 - 32/2019: Pacific Islands Council of South Australia Inc. - Application

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Ancestry: Pacific Islanders in South Australia															
2	Ancestry is a count of responses (a person could provide up to 2 Responses)															
3	Cells in this table have been randomly adjusted to avoid the release of confidential data. No reliance should be placed on small cells.															
4	****Data on labour force and occupation is not included in these tables as this data is NOT available until October 2016															
5																
6																
7	AGE	Melanesian and Papuan, nfd	Ni-Vanuatu	Papua New Guinean	Solomon Islander	Micronesian, nfd	I-Kiribati	Polynesian, nfd	Cook Islander	Fijian	Niuean	Samoa	Tongan	Hawaiian	Tokelauan	
48	Total	3,159	40	24	339	51	12	27	82	238	760	60	416	266	17	32
49	ATTENDING EDUCATION INSTITUTION															
50	Preschool	54	-	-	7	-	-	-	-	4	12	4	5	7	-	-
51	Infants/Primary - Government	366	4	4	46	5	-	-	3	34	6	33	23	-	-	6
52	Infants/Primary - Catholic	57	-	-	-	-	-	-	3	17	-	11	12	-	-	-
53	Infants/Primary - Other Non Government	38	-	-	3	-	-	-	-	13	-	8	3	-	-	-
54	Secondary - Government	194	3	-	23	3	-	4	4	16	35	29	22	-	-	5
55	Secondary - Catholic	36	-	-	8	-	-	-	-	12	-	11	3	3	-	-
56	Secondary - Other Non Government	29	-	-	8	3	-	-	3	5	11	-	3	-	-	-
57	Technical or Further Educational Institution/TA	72	-	-	3	4	-	4	6	3	37	5	18	3	-	5
58	University or other Tertiary Institution	96	6	-	43	3	-	5	5	9	51	3	18	18	-	-
59	Other	29	-	-	5	-	-	3	4	3	-	4	4	-	-	-
60	Not stated	84	-	4	3	-	-	-	4	12	-	13	6	-	-	-
61	Not at school/education	2,110	14	15	193	25	3	14	56	160	506	43	258	182	7	20
62	Total	3,159	40	24	339	51	12	27	82	238	760	60	416	266	17	32
63	STATISTICAL AREA 3: PLACE OF USUAL RESIDENCES															
64	Adelaide City	31	-	4	5	-	-	-	-	10	-	5	3	-	-	-
65	Adelaide Hills	79	-	-	4	6	-	-	-	11	-	10	5	4	-	-
66	Burnside	25	-	-	8	-	-	3	5	5	-	13	-	-	-	4
67	Campbelltown (SA)	39	8	-	16	-	3	-	7	19	-	25	-	-	-	-
68	Norwood - Payneham - St Peters	36	-	-	8	5	-	5	4	6	-	-	13	-	-	-
69	Prospect - Walkerville	20	-	-	7	-	-	-	-	12	-	4	-	-	-	-
70	Unley	21	-	-	5	-	-	-	-	14	-	11	6	-	-	-
71	Gawler - Two Wells	68	-	-	-	-	-	-	-	5	-	3	5	-	-	-
72	Playford	226	3	6	10	3	-	4	32	65	5	25	20	-	-	-
73	Port Adelaide - East	97	-	-	19	-	-	4	10	59	6	19	33	-	-	-
74	Salisbury	249	-	-	30	-	-	3	67	139	8	52	54	-	-	-
75	Tea Tree Gully	105	-	-	14	4	-	13	9	41	-	25	17	-	-	-
76	Holdfast Bay	42	-	-	3	-	-	-	-	13	-	8	5	-	-	-
77	Marion	141	10	-	24	-	-	-	9	55	-	20	11	-	-	-
78	Mitcham	49	5	-	30	4	-	6	3	19	-	13	8	-	-	-
79	Onkaparinga	498	-	-	70	5	-	3	21	86	6	43	15	-	-	-
80	Charles Sturt	147	4	-	19	4	-	5	18	34	3	27	18	-	-	-
81	Port Adelaide - West	157	-	3	10	-	-	7	3	8	8	24	5	3	-	-
82	West Torrens	72	-	-	22	7	-	3	12	29	-	10	6	-	-	-
83	Barossa	48	-	-	4	-	-	-	-	6	5	-	-	-	-	-
84	Lower North	29	-	-	3	-	-	-	-	-	-	-	4	-	-	-
85	Mid North	36	-	-	5	-	-	-	-	-	-	-	-	-	-	-
86	Yorke Peninsula	34	-	-	3	-	-	-	5	6	-	5	4	-	-	-
87	Eyre Peninsula and South West	138	-	-	13	-	-	-	4	24	3	6	4	-	-	-
88	Outback - North and East	116	-	-	16	6	-	3	10	-	5	3	7	-	-	-
89	Fleurieu - Kangaroo Island	152	-	-	3	-	-	5	4	17	-	6	9	-	-	-
90	Limestone Coast	274	-	-	3	3	-	-	7	16	-	4	10	-	-	-
91	Murray and Mallee	223	-	-	5	-	-	3	7	33	-	35	12	-	-	16
92	Migratory - Offshore - Shipping (SA)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
93	No Usual Address (SA)	14	-	4	-	-	-	-	-	-	-	3	-	-	-	-
94	Total	3,159	40	24	339	51	12	27	82	238	760	60	416	266	17	32
95	PLACE OF BIRTH															

Item 7.2.9 - Attachment 1 - 32/2019: Pacific Islands Council of South Australia Inc. - Application

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Ancestry: Pacific Islanders in South Australia																
2	Ancestry is a count of responses (a person could provide up to 2 Responses)																
3	Cells in this table have been randomly adjusted to avoid the release of confidential data. No reliance should be placed on small cells.																
4	**** Data on labour force and occupation is not included in these tables as this data is NOT available until October 2016																
5																	
6																	
7	AGE	Maori	Melanesian and Papuan, nfd	Ni-Vanuatu	Papua New Guinean	Solomon Islander	Micronesian, nfd	I-Kiribati	Polynesian, nfd	Cook Islander	Fijian	Niuean	Samoaan	Tongan	Hawaiian	Tokelauan	
90	Limestone Coast	274	-	-	3	3	-	-	-	7	16	-	4	10	-	-	
91	Murray and Mallee	223	-	-	5	-	-	-	3	7	33	-	35	12	-	16	
92	Migratory - Offshore - Shipping (SA)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
93	No Usual Address (SA)	14	-	4	-	-	-	-	-	-	-	-	3	-	-	-	
94	Total	3,159	40	24	339	51	12	27	82	238	750	60	416	286	17	32	
95	PLACE OF BIRTH																
96	Australia (includes External Territories)	49,147	269	538	7,658	693	39	323	1,336	7,973	14,836	1,390	26,057	15,881	190	711	
97	New Zealand	89,621	9	18	67	72	3	55	810	8,708	1,707	2,692	27,203	6,423	65	988	
98	Melanesia	29	719	370	10,571	962	26	82	125	11	129	8	69	62	3	-	
99	Micronesia	3	-	-	5	-	-	38	311	14	-	15	-	11	3	-	
100	Polynesia (excludes Hawaii)	648	19	9	55	99	-	75	732	5,068	19,415	792	20,494	9,285	34	607	
101	Other	608	50	3	145	20	-	6	77	63	291	9	395	252	171	6	
102	Not stated	2,057	12	20	294	29	-	16	52	405	602	71	1,522	797	6	42	
103	Total	142,107	1,092	962	18,798	1,880	108	875	3,165	22,234	37,001	4,962	75,755	32,697	474	2,328	
104																	
105	Owned outright																
106	Owned with a mortgage																
107	Being purchased under a shared equity scheme																
108	Rented																
109	Being occupied rent-free																
110	Being occupied under a life tenure scheme																
111	Other tenure type																
112	Not stated																
113	Total																
114																	
115																	
116																	
117																	
118																	

Tenure type is part of the household question and only one member of the household can answer these questions. Therefore it is not possible to determine the ancestry of those living within the dwelling as it may be a mix of ancestry.

PICSA Event Meeting Minutes

Item No	Item			
1	Date of Meeting	Tuesday 3 rd September, 2019		
2	Present	Kylie Natadra (KN), Julie Harms (JH) , Kathy Clifford (KC) , Rose Launch (RL)		
3	Apologies			
4	Meeting	7.15pm to 8:39pm		
5	Pasifika Island Night		Action Required	Date
5.1	Date & Venue	Saturday November 23rd <ul style="list-style-type: none"> Denison Centre, Mawson Lakes Doors Open at 6:30 for 7pm Start 8 p/p table 		
5.2	Communities-contacts required	Fiji, PNG, Cook Is, Tonga, Samoa, Solomon Is, Vanuatu, East Timor, Maluku, Torrens Strait, West Papua, Tuvalu, Tahiti		
5.4	Flyers & Tickets	Flyer & ticket mock-up including costing (ball park figure) to be provided by next PICSA meeting	Rose to provide mock-up for proposal	18/9/19
5.5	Donations	We are looking for: <ul style="list-style-type: none"> Raffle ticket prizes Silent auctions items Beverages – alcohol & non-alcoholic; tea, coffee Cake – Large slab 	Kylie has donation request templates and will start preparing them Julie to arrange Cake	
6	Proposals			
6.1	Ticket / Table booking	<ul style="list-style-type: none"> 250 tickets Ticket Cost: Family- \$50 (2 adults & 2 children under 12) Adult - \$25 Child - \$10 Children under 5yrs of age - Free Communities to sell table of 8 		
6.2	PICSA to provide	<ul style="list-style-type: none"> 1x lamb (Rose has a contact that can provide for \$120-\$150) 1x Pork 		
6.3	Each community to provide:	<ul style="list-style-type: none"> Helpers to decorate tables specific to each culture and help with cleaning after 1x Performance e.g; singing, traditional dancing etc – not compulsory Food specific to their culture; deserts, root crop dishes, etc to go with the meat dish 		

		<ul style="list-style-type: none"> Representative showcasing each culture and dressed in traditional attire – talk about the attire and what it represents or what it’s used for - voluntary 		
6.4	Activities	Performances and showcasing of culture as per 6.3 Raffles & silent auctions		
6.5	Required	<ul style="list-style-type: none"> Stereo system – looking for volunteers to supply stereo system Bain Marie Skip Bin Helpers at the door, food serving 		
7	Other	Guest of Honours – TBC as not discussed during the meeting		
8	Date of Next Meeting	TBC – after the next PICSA Meeting		
9	Meeting closed	8:39pm		

These meeting minutes were accepted at PICSA meeting dated: _____

Moved: _____

Seconded: _____

Signed by PICSA Rep: _____

Pasifika Island Nite Quotes for Salisbury Council Grant

Prices quoted at 28/9/19

https://www.mawsonlakes.sa.edu.au/uploads/files/TDC%202019%20brochure_1.pdf

Hall hire

Mobara Room & Hall

\$770 all day hire of both rooms + deposit \$545

Denison Centre Features

- Full Size Courts
Basketball
Volleyball
Badminton
Netball
- Round tables & chairs in gym
- Oblong tables & chairs in Mobara room
- Kitchen Facilities
(microwave / fridge / oven)
- Separate Quiet Spaces
- AV Points
- Storage Space Available
- Natural Lighting
- Reasonable Rates



Please Note: Mawson Lakes School has priority use of the Centre for special functions - 1 months notice to be given by the school.

Also not available on days of State or Federal Elections.


Not available over the Christmas / New Year break

For Bookings / Further Information
Email: dl0987.denison@schools.sa.edu.au
Phone: 08 82601681
To view the availability of rooms visit:
<http://www.mawsonlakes.sa.edu.au/denison.html>

Rates 2019			
Not For Profit		Rate	Bond
Deposit		\$100	
Mobara Room	Weekdays (per hour)	\$ 30.00	\$245.00
Weekend Mobara	(minimum 4 hour booking applies)		
8am - 12pm Or 12:00pm - 4:30pm	Saturday / Sunday	\$120.00	\$245.00
Mobara Room	8am - 4pm or 5pm - Midnight	\$150.00	\$245.00
Hall		Weekdays (per hour)	\$ 60.00 \$245.00
Weekend Hall	(minimum 4 hour booking applies)		
8am - 12pm Or 12:00pm - 4:30pm	Saturday / Sunday	\$200.00	\$545.00
8am - 4pm or 5pm - Midnight		\$300.00	\$545.00
Commercial		Rate	Bond
Deposit		\$100	
Mobara Room	Weekdays (per hour)	\$ 60.00	\$245.00
Weekend Mobara	(minimum 4 hour booking applies)		
8am - 12pm Or 12:00pm - 4:30pm	Saturday / Sunday	\$ 240.00	\$245.00
Mobara Room	8am - 4pm or 5pm - 12 Midnight	\$300.00	\$245.00
Hall		Hourly	\$100.00 \$545.00
Weekend Hall	(minimum 4 hour booking applies)		
8am - 12pm Or 12:00pm - 4:30pm	Saturday / Sunday	\$400.00	\$545.00
8am - 4pm or 5pm - 12 Midnight		\$600.00	\$545.00

DENISON CENTRE
Mawson Lakes School



Updated 13th August 2018

<https://www.bookabin.com.au/>

Skip bin hire = \$135



<http://derringershire.com.au/product/party-pack-lighting/>

Lighting \$99



Projector Screens x 2 = \$110

Projector Screens
 \$55.00 / night
 Our projector screens are six foot (6ft) pull ups and accompany any data projector for seminars, slideshows, office meetings or that special presentation.

Start: 25 November, 2019
 End: 24 November, 2019
 Clear dates
 Total Booking duration: 1 night
\$110.00
 2

Category: Audio Visual Hire
 Tags: Audio Visual, Data Projector, Projector Screens, Multi

DESCRIPTION
 Our projector screens are six foot (6ft) pull ups and accompany any data projector for seminars, slideshows, office

HIRE PRODUCT SEARCH
 Search Products...

PRODUCT CATEGORIES

- Audio Hire
 - Battery Operated PA
 - Microphones
 - Mixing Consoles
 - Speakers and Packages
 - Wireless Microphones
- Audio Visual Hire**
 - Backline Equipment Hire
 - Backline Accessories
 - Dais Heads and Cabinets
 - Drum Kits
 - Guitar Combo Amps
 - Guitar Heads and Cabinets
 - Keyboards, Synths and Amplifiers
 - Perussion
 - Stage Decks
 - DJ Equipment Hire
 - Light Plavers

Sound system package \$330

Band Package #4
 \$330.00 / night
 A band package perfect for D.J.'s, duos, bands, party's, medium size rooms. Venues. Suitable for up to 300 people.

Start: 25 November, 2019
 End: 24 November, 2019
 Clear dates
 1

Categories: Audio Hire, Band Packages, Hire Packages, Speakers and Packages
 Tags: Audio Hire, Band Hire, party hire adelaide, speaker hire, Multi

HIRE PRODUCT SEARCH
 Search Products...

PRODUCT CATEGORIES

- Audio Hire
 - Battery Operated PA
 - Microphones
 - Mixing Consoles
- Speakers and Packages**
 - Wireless Microphones
- Audio Visual Hire
 - Backline Equipment Hire
 - Backline Accessories
 - Dais Heads and Cabinets
 - Drum Kits
 - Guitar Combo Amps

<https://www.wholesalecateringsupplies.com.au/roband-bain-marie-hot-food-bar-double-row-with-10x>

Bainmarie \$1578

The screenshot shows the product page for a Roband Bain Marie. The page features the Wholesale Catering Supplies logo, a search bar, and navigation links for various categories like Table & Servingware, Kitchenware, and Equipment. The product is listed with a price of \$1,578.60, a 'Secure Payment' icon, and an 'afterpay' option. A quantity selector is set to 1, and there are buttons for 'ADD TO CART', 'ADD TO WISHLIST', and 'HAVE A QUESTION'. The product image shows a long, narrow metal hot food bar with multiple compartments.

Hot water Urn \$261.16

The screenshot shows the product page for an Apuro Hot Water Urn. The page features the Wholesale Catering Supplies logo, a search bar, and navigation links. The product is listed with a price of \$261.16, a 'Secure Payment' icon, and an 'afterpay' option. A quantity selector is set to 1, and there are buttons for 'ADD TO CART', 'ADD TO WISHLIST', and 'HAVE A QUESTION'. The product image shows a large, cylindrical stainless steel hot water urn with a spigot and a lid. There are also smaller images showing different views of the urn.


Food insulator \$447.10

(Underground traditional food cooked at home & then transported to venue)

Equipment / Freestanding / Banquet Carts / Top Loading Food Carrier, insulated, 80L

Top Loading Food Carrier, Insulated, 80L **\$447.10** In Stock 0 Reviews

SKU: DCLP100VLSA



4474-8526-90
SAVE \$78.50
Share: [Facebook](#) [Twitter](#) [LinkedIn](#) [Pinterest](#)

afterpay More Info
Make 4 interest-free payments of \$111.78 fortnightly and receive your order now.

1 **ADD TO CART**

ADD TO WISHLIST **HAVE A QUESTION**

Description Specifications Calculate Shipping Reviews ☆☆☆☆☆

- Material: Double thickness Food Grade Polyethylene structure, filled with polyurethane foam
- Dimensions (Exterior): 720mmW x 560mmD x 380mmH
- Dimensions (Interior): 600mmW x 450mmD x 300mmH
- Capacity: 80 Litres
- Alkaline resistant
- Shock resistant
- Safe use range -40°C to 80°C
- Easy to clean
- Door gaskets to minimise heat/cold loss
- Pressure relief valve for easy opening
- Our carriers are attractive, durable, practically unbreakable & will leave no taste or odour in foods

Rice cooker \$365.66

SALE Gift Ideas Gift Vouchers New Arrivals Top Sellers Brands News Contact Us My Account


WHOLESALE Catering Supplies [Secure Payment Options Available](#) [Shipping Australia Wide](#) [Call Us 1300 965 620](#)

Table & Servingware Kitchenware Equipment Refrigeration Consumables Uniforms Furniture Cleaning **Cart - 0**

Equipment / Benchtop Equipment / Warmers / Apuro Rice Cooker 20 Litres 15 Amp

Apuro Rice Cooker 20 Litres 15 Amp **\$365.66** In Stock 0 Reviews

SKU: HANCR20



4424-8526-90
SAVE \$19.24
Share: [Facebook](#) [Twitter](#) [LinkedIn](#) [Pinterest](#)

afterpay More Info
Make 4 interest-free payments of \$91.42 fortnightly and receive your order now.

1 **ADD TO CART**

ADD TO WISHLIST **HAVE A QUESTION**

Description Specifications Calculate Shipping Reviews ☆☆☆☆☆

2 x cooking pots \$172.80

WHOLESALE Catering Supplies

SALE Gift Ideas Gift Vouchers New Arrivals Top Sellers Brands News Contact Us My Account

Secure Payment Options Available Shipping Australia Wide Call Us 1300 366 620

Table & Servingware Kitchenware Equipment Refrigeration Consumables Uniforms Furniture Cleaning Cart - 0

Kitchenware / Cookware / Stockpots / Dollars / Chef Inox Premier Aluminium Stockpot with Lid 20L

Chef Inox Premier Aluminium Stockpot with Lid 20L

SKU: 110223

\$86.40

RRP \$96.00
Save \$9.60

Share: Facebook Twitter LinkedIn

afterpay More info

Make 4 interest-free payments of \$21.60 fortnightly and receive your order now.

1 ADD TO CART

ADD TO WISHLIST 7 HAVE A QUESTION

Description Specifications Calculate Shipping Reviews ☆☆☆☆

5 x slotted spoons \$49.50

WHOLESALE Catering Supplies

SALE Gift Ideas Gift Vouchers New Arrivals Top Sellers Brands News Contact Us My Account

Secure Payment Options Available Shipping Australia Wide Call Us 1300 366 620

Table & Servingware Kitchenware Equipment Refrigeration Consumables Uniforms Furniture Cleaning Cart - 0

Table & Servingware / Servingware / Dishware / Servers & Accessories / Bakelite Handle Slotted Spoon, Stainless Steel 350mm

Bakelite Handle Slotted Spoon, Stainless Steel 350mm

SKU: DC_1102485

\$9.90

RRP \$11.00
Save \$1.10

Share: Facebook Twitter LinkedIn

afterpay More info

Make 4 interest-free payments of \$2.48 fortnightly and receive your order now.

1 NOTIFY ME

ADD TO WISHLIST 7 HAVE A QUESTION

Description Specifications Calculate Shipping Reviews ☆☆☆☆

5 x solid spoons \$49.50

The screenshot shows the product page for 'Bakelite Handle Solid Spoon, Stainless Steel 350mm'. The page includes the company logo, navigation menu, and product details. The price is \$9.90, with a 'Sold Out' status and '0 Reviews'. The product image shows a spoon with a black handle and a stainless steel bowl. Below the image are buttons for 'ADD TO WISHLIST', 'HAVE A QUESTION', and 'NOTIFY ME'. The breadcrumb trail is: Table & Serveware > Serveware > Buffetware > Servers & Accessories > Bakelite Handle Solid Spoon, Stainless Steel 350mm.

4 x rice servers \$8.64

The screenshot shows the product page for 'Rice Spoon, Stainless Steel 200mm'. The page includes the company logo, navigation menu, and product details. The price is \$2.16, with an 'In Stock' status and '0 Reviews'. The product image shows a simple stainless steel spoon. Below the image are buttons for 'ADD TO WISHLIST', 'HAVE A QUESTION', and 'ADD TO CART'. The breadcrumb trail is: Table & Serveware > Serveware > Buffetware > Servers & Accessories > Rice Spoon, Stainless Steel 200mm.

<https://www.officeworks.com.au>

Trestle tables x 6 \$354

The screenshot shows the Officeworks website interface. At the top, there is a navigation bar with the Officeworks logo and a search bar. Below the navigation bar, there are several promotional banners: "Free Metro Delivery on orders over \$65", "Free 2 Hour Click & Collect on stocked items in-store", and "Price Beat Guarantee". The main content area displays the product "6 Foot Bi-Fold Trestle Table" with a product code of OWSFLD6FT. The price is listed as \$59.00. There are options to buy now or pay later using zip or afterpay. The quantity is set to 4. Below the main image, there are smaller images showing different views of the table. The page also includes a "Set location and store" button for product availability and estimated delivery dates.

Data projector \$1047

The screenshot shows the Officeworks website interface for a Casio Lamp-free XGA Data Projector XJV2. The product code is CAJV2. The price is \$1047.00. There is an option to buy now or pay later using zip, with a weekly payment of \$20.13 for 12 months. The quantity is set to 1. Below the main image, there are smaller images showing different views of the projector. The page also includes a "Set location and store" button for product availability and estimated delivery dates.

From: Kylie Cook [REDACTED]
Sent: Monday, 28 October 2019 12:18:59 PM
To: City of Salisbury
CC: [REDACTED]
Subject: RE Pacific Islands Council of SA Grant Application

To Bronwyn,

In response to the letter received 25/10 regarding further information required for the Pacific Islands Council of SA grant application.
 Please find responses below

1) Page 3 - Evidence that the board has endorsed submission of the community grant application

I have attached the following meeting minutes
 PICSA Board 28/8 - refer to point 9.1
 PICSA Executive 14/8 - refer to point 9.1
 PICSA Executive 2/10 - refer to point 9.1

Grants are discussed at every meeting of the Board & Executive. As the Secretary I provide an update & we discuss upcoming grants

2) Page 6 - provide details around where the \$3000 generated income will come from
 I understood this as the income that will be made on the night and hence looked at this as generated ticket income
 Ticket sales will be \$25 adult, \$15 child above 12yrs, \$50 family of 4
 As we have not held this event before an estimate is made on the numbers to attend
 Example 100 x \$25 tickets = \$2500
 50 x family tickets @ \$50 each = \$500

Post community grants program application - we were advised on 25/10 that we were not successful for this grant application (copy of email received attached)

3) Page 11
 Project & Event management section insufficient

Success of the event will be evidenced through community attendance & responses on the night, as well as future participation at other events.

At present the event committee is meeting with all of the communities that are members to ascertain what involvement will be required at the event. Communities are already feeding back that they are feeling empowered & engaged to represent & showcase their community & culture at this event.

Each community will be briefed by the event committee on what is required on the night - whether it be assistance with food, cultural performance, or setting up of the venue. Event flyers are already being communicated to all communities/members.

Achievement of the outcomes will be evidenced through attendance on the night & the connections that the communities will make. Further conversations from this event will also assist other smaller communities in reaching out to hold their own island nights with the support of PICSA.

Success from the event will continue to be determined at future board meetings where representatives from each community meet monthly to discuss events & general community progress.

file:///C:/Users/khetaru/OneDrive/Desktop/Bookings/Technology#/2019/DateValue/Topic/5 20/10/2019

The increase of community support to minority groups & the reestablishment of communities will also advise us that the project has been a success.
Post event the equipment will be stored at the Presidents premises in a lockable shed. The executive committee will have the conversation regarding how this equipment can be used in the future to assist our members with their events. Commercial cooking equipment, trestle tables & data projectors can be used for communities to borrow & keep down their own cost's of event planning. Throughout the year there are many opportunities where this equipment will be able to assist both PICSA and its members through family and community events such as family fun days, island nights & multicultural activities.

If you require any further information please let me know

Kind Regards

Kylie Natadra
Secretary
Pacific Islands Council of South Australia

file:///C:/Users/khatam/OneDrive/Desktop/Meeting/Equipment/2019/DateVideo/Tape/5 20/10/2019

Australia Post Grants [REDACTED]

Fri, Oct 25, 4:50 PM (3 days ago)

[REDACTED]

Dear Kylie,

RE: Australia Post Community Grants Application [REDACTED]

Thank you for your application to the 2019 Australia Post Community Grants program. We regret to advise that your application has been unsuccessful.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



PICSA Executive meeting Minutes

Item No	Item		Action By who	Date By
1	Date of Meeting	Tuesday 14 th August 2019		
2	Present	Tukini Tavui, Kathy Clifford, Kylie Natadra, Warwick Hilly, Rose Launch		
3	Apologies	Mark Siaosi, Tracy Stanis		
4	Meeting Opened Opening Prayer Presidents Welcome	7.25pm		
5	Confirmation of Previous minutes 2/7/19	Moved: Kathy Clifford Seconded: Warwick Hilly		
6	Business from Previous Meeting			
6.1	Membership/Public Liability	[REDACTED]	[REDACTED]	[REDACTED]
6.2	PICSA Membership Framework	[REDACTED]	[REDACTED]	[REDACTED]
6.3	AGM	[REDACTED]	[REDACTED]	[REDACTED]

Item 7.2.9 - Attachment 2 - 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

					
7	Governance				
7.1	Google Shared drive				
7.2	Auditing				
7.3	PICSA Data Base				
8	Reports				
8.1	Finance				
8.2	Radio				

9 Grants				
9.1	Report on grants submitted	<p>1) Grants Applied for Multicultural ADVANCE Together \$5000 Grant (Governance, CSE & First Aid Training) Applied June 2019 – Still awaiting outcome</p> <p>2) Multicultural Festival Grants applied June 2019 \$500 Performance vsuccessful \$500 Activity vsuccessful \$250 Stall vsuccessful</p> <p>3) Australia Post Community Grants \$10000 for Pasifika Nite – applied 4/8 awaiting outcome \$10000 for PIMSA Equipment - applied 4/8 awaiting outcome</p> <p>4) Grants SA Minor Round up to \$10,000 NOW OPEN until 30/9</p> <p>Salisbury Council Grant – Agreed for Secretary to look into this grant for Pasifika Island Night \$5000 available Secretary to report back information</p>		
9.2	Grant writing night	[REDACTED]	[REDACTED]	[REDACTED]
10 Fundraising				
10.1	People's choice Community lottery	[REDACTED]	[REDACTED]	[REDACTED]
11 Events				
11.1	Pasifika Island Nite	<p>November 23^d Need to start committee happening - first meeting sub committee</p>	<p>Kathy to organise first meeting Each community to have</p>	31/8

		Each community needs to have a rep Meeting in 2 weeks' time - list of reps	a rep at meeting	
11.2	Multicultural Festival	[REDACTED]	[REDACTED]	[REDACTED]
11.3	Pasifika Sports Day Oct 7th	[REDACTED]	[REDACTED]	[REDACTED]
11.4	Pasifika Sports Day Feb 2020	[REDACTED]	[REDACTED]	[REDACTED]
11.5	Hangi Fundraiser	[REDACTED]	[REDACTED]	[REDACTED]
12	New Business			
12.1	PICSA Board/Exec Framework	[REDACTED]	[REDACTED]	[REDACTED]
12.2	Pacifika Church Service	[REDACTED]	[REDACTED]	[REDACTED]
12.3	MCCSA Driver approval	[REDACTED]	[REDACTED]	[REDACTED]

Item 7.2.9 - Attachment 2 - 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

	requirements			
12.4	PICSA food bank membership	[REDACTED]		
12.5	Charity arm	[REDACTED]		
12.6	Christmas Pageant invite	[REDACTED]	[REDACTED]	[REDACTED]
12.7	Pacific Islands student's association	[REDACTED]	[REDACTED]	[REDACTED]
12.8	Hosting blackbirding movie	[REDACTED]		
12.9	Supporting West Papua day 1 st December	[REDACTED]	[REDACTED]	
12.10	Volunteer SA & media Resource centre	[REDACTED]		

Item 7.2.9 - Attachment 2 - 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

	membership			
12.11	Tongan community Elders Meeting			
12.13	PICSA new arrivals			
12.14	MCCSA Evaluation			
12.14	MCCSA Men's mental health program proposal			
12.10	Humanitarian arm			
13	Date of Next Meeting	TBA		
14	Meeting closed	9.50pm		
<p>These meeting minutes were accepted at PICSA meeting dated: _____</p> <p>Moved: _____</p> <p>Seconded: _____</p> <p>Signed by President: _____</p>				

PICSA Executive meeting Minutes

Item No	Item			
1	Date of Meeting	Wednesday 2 nd October 2019		
2	Present	Tukini Tavui, Mark Siaosi, Kylie Natadra		
3	Apologies	Kathy Clifford		
4	Meeting Opened Opening Prayer Presidents Welcome	6.00pm		
5	Confirmation of Previous minutes 14/8/19	Moved: Tukini Tavui Seconded: no second person available that was at previous meeting		
6	Business from Previous Meeting		Action By who	Date By
6.1	Public Liability	[REDACTED]	[REDACTED]	[REDACTED]
6.2	Membership	[REDACTED]		

		[REDACTED]		
6.3	Auditing	[REDACTED]		
7	Governance			
7.1	PICSA Manual	[REDACTED]	[REDACTED]	[REDACTED]
8	Reports			
8.1	Finance	[REDACTED]	[REDACTED]	[REDACTED]
8.2	Radio	[REDACTED]	[REDACTED]	[REDACTED]

9	Grants			
9.1	Report on grants submitted	<p>1) Multicultural SA Multicultural ADVANCE Together \$5000 Grant (Governance, CSE & First Aid Training) vsuccessful \$4795 transferred into account</p> <p>2) Multicultural Festival Grants \$500 Performance vsuccessful \$500 Activity vsuccessful \$250 Stall vsuccessful \$1200 paid to PICSA after the Festival</p> <p>3) Australia Post Community Grants \$10000 for Pasifika Nite – applied 4/8 awaiting outcome October \$10000 for PIMSA Equipment - applied 4/8 awaiting outcome October</p> <p>4) Mitcham council grant - \$2500 applied for for Pasifika sports day – closing date 30/9 5) Salisbury council grant - \$5000 applied for Pasifika island nite – closing date 15th of any month – not reviewed till following month</p> <p>6) Grants SA Closing date 30/9 PICSA – approx. \$5000 grant applied for – exhibition banners, website costs PIMSA – approx. \$10,000 grant applied for – equipment, radio programmer training, sound engineering training, 5Ebi radio fees</p> <p>Dept Immigration for Festival Grant - look at for 2020 (Mark to manage)</p>		
10	Fundraising			
10.1	People’s choice Community lottery			
11	Events			
11.1	Pasifika Island Nite	<p>November 23rd @ Denison Centre Committee had 1 x meeting – Kathy, Kylie, Rose, Julie No second meeting planned to date</p>	Kylie to email Mark minutes of event meeting	Actioned 3/10

		<p>Mark happy to step in and drive this event Kylie asked to be removed from event team due to other commitments</p> <p>Kylie to forward Mark the event planning minutes & to add Mark on the group chat</p> <p>Hall cost \$100 deposit paid by Tukini for the hall Tukini to email contract as need clarification re cost</p>	<p>Tukini to add Mark to event chat group & remove Kylie</p> <p>Tukini to email Denison centre contract</p>	<p>Actioned 3/10</p> <p>Actioned 2/10</p>
11.2	Multicultural Festival	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>		

		[REDACTED]		
11.3	Pasifika Sports Day Oct 7th	[REDACTED]	[REDACTED]	[REDACTED]
12	New Business			
12.1	Annual Planning for Events	[REDACTED]	[REDACTED]	
12.2	Church Leaders event	[REDACTED]	[REDACTED]	
12.3	PICSA Capacity building Training	[REDACTED]	[REDACTED]	[REDACTED]

Item 7.2.9 - Attachment 2 - 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

		[REDACTED]		
12.4	Notification to cbs re P.O change	[REDACTED]	[REDACTED]	[REDACTED]
12.5	MCCSA Disaster relief project	[REDACTED]	[REDACTED]	[REDACTED]
12.6	PICSA youth & young adults	[REDACTED]		
12.7	Tongan AGM	[REDACTED]		
12.8	PICSA Office Bearer Positions	[REDACTED]	[REDACTED]	[REDACTED]

Item 7.2.9 - Attachment 2 - 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

		[REDACTED]		
12.9	Raukkan visit	[REDACTED]	[REDACTED]	[REDACTED]
13	Date of Next Meeting	TBA		
14	Meeting closed	9.50pm		

These meeting minutes were accepted at PICSA meeting dated: _____










Moved: _____

Seconded: _____













Signed by President: _____

PICSA meeting Minutes

Item No	Item			
1	Date of Meeting	Wednesday 28th August 2019		
2	Present	Tukini Tavui (TT), Kylie Natadra (KN), Julie Harms (JH), Kathy Clifford (KC), Rose Launch (RL), Toko Aporo (TA), Vainerere Vainerere (VV), Eddie Peters (EP)		
3	Apologies	Leisau Taravaki (LT), Mal Thiel (MT), Mark Siaoosi (MS), Warwick Hilly (WH), Tracy Stanis (TS), Paul Souisa (PS), Rosemary McKay (RM) (RM attended before meeting started)		
4	Meeting Opened Opening Prayer Presidents Welcome	7.08pm		
5	Confirmation of Previous minutes 24/7/19	Julie Harms Tukini Tavui		
6	Business from Previous Minutes		Action By who	Date By
6.1	PICSA Membership & Public Liability	[REDACTED]		
6.2	AGM	[REDACTED]		

		[Redacted]		
7	Standing agenda Items			
7.1	Community Updates (leave info & just update each meeting)	<p> Cook Islands</p> <p>A [Redacted]</p> <p> [Redacted]</p> <p> [Redacted]</p> <p> [Redacted]</p> <p> [Redacted]</p> <p> [Redacted]</p> <p> [Redacted]</p> <p> [Redacted]</p> <p> [Redacted]</p>		

Item 7.2.9 - Attachment 2 - 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

		    			
7.2	Promoting your organisation	   			
7.3	Governance	  			
8	Festival & Events				
8.1	Pasifika Sports Day				
8.2	Christmas Pageant				

8.3	Multicultural Festival	[REDACTED]	[REDACTED]	[REDACTED]
8.4	Pacifika Island night	<p>Saturday November 23rd Denison Centre KC to organise event committee Need to get a rep from each community</p> <p>Each community at the event to:</p> <ul style="list-style-type: none"> ✚ Provide a performance ✚ Provide food specific to their culture <p>Details to follow once committee have met</p>	<p>KC to organise event committee meeting Each community to allocate a representative</p>	<p>5/9</p>
8.5	Pacifika /Sports Festival 2020	[REDACTED]		
9 Grants & Fundraising				
9.1	Grant Applications	<p>PICSA have applied for the following grants</p> <p>Multicultural SA Grant – Advance Together GRANTED \$4947 Training in governance, First Aid & Child Safe Environments Laptop</p>		

		<p>Multicultural Festival GRANTED \$1250 \$500 grant for Performance \$500 Grant for Activity \$250 grant for stall</p> <p>Australia Post Community grant \$10,000 applied for PICSA Pasifika Island Nite \$10,000 applied for PIMSA Equipment & training</p> <p>Mitcham Council Community grant Will apply for \$2500 for sports day</p> <p>Salisbury Council \$5000 Grant will apply for Pasifika Island Nite</p> <p>Grants SA \$10,000 round closes 30/9 Will apply for PICSA & PIMSA</p> <p>All agreed to move forward in applying for the above grants</p>		
9.2	Grant writing evening	[REDACTED]	[REDACTED]	[REDACTED]
9.3	Hangi - Fundraising opportunity	[REDACTED]		
9.4	People's Choice community Lottery	[REDACTED]		
10	Reports			
10.1	Treasurer	[REDACTED]		
10.2	PIMSA	[REDACTED]		

10.3	Pacific Islands Student Club			
11 New Business				
11.1	Data base contacts			
11.2	Create constitution amendments committee			
11.3	Create sports day committee			
11.4	Proposed PICSA Structure			
12 Other Business				
12.1	Internal auditing			
12.2	MCCSA Aged care commission			
12.3	Unwell community member			
12.4	VOAN certificate			

Item 7.2.9 - Attachment 2 - 32/2019: Pacific Islands Council of South Australia Inc. - Additional Information

12.5	Blackbirding movie	[REDACTED]	[REDACTED]	[REDACTED]
13	Date of Next Meeting	Wednesday 18 th September 6.30-9pm MCCSA TBC		
14	Meeting closed	9.15pm		
2019 Meeting dates		All meetings will be held in the downstairs room at MCCSA monthly on a WEDNESDAY evening 6.30-9pm October 16 th , November 20 th & December 10 th		
<p>These meeting minutes were accepted at PIRSA meeting dated: _____</p> <p>Moved: _____</p> <p>Seconded: _____</p> <p>Signed by President: _____</p>				

ITEM	7.2.10 SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	34/2019: Uniting Church in Australia Salisbury - 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 Uniting Church in Australia Salisbury 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 November 2019 round of Community Grants as follows:
 - a. Grant No. 34/2019: Uniting Church in Australia Salisbury be awarded the amount of **\$5,000.00** to assist with the purchase of **supply and installation of a PA System and UltraHD Television for the 2019 Family Christmas Carols event and subsequent ongoing use** as outlined in the Community Grant Application.

ATTACHMENTS

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

1. 34/2019: Uniting Church in Australia Salisbury - Application

1. BACKGROUND

- 1.1 Uniting Church in Australia Salisbury received \$1,210 Community Grants Program funding in December 2018 to assist with the purchase of an advertising banner and catering for the 2018 Christmas Eve Family Carols event.

2. REPORT

- 2.1 Uniting Church in Australia Salisbury is registered as an 'Other Unincorporated Entity' and is registered with the Australian Charities and Not-for-Profits Commission (ACNC).
- 2.2 Uniting Church in Australia Salisbury is eligible for Community Grants Program funding in December 2019. The 2018 Application was received and submitted for the December 2018 round.

- 2.3 The Uniting Church in Australia Salisbury Application otherwise meets the eligibility criteria for funding consideration for the upper limit Community Grants Program funding and is submitted for consideration in the November 2019 round to enable preparations for the event to commence in November 2019.

3. CONCLUSION / PROPOSAL

- 3.1 The Uniting Church in Australia Salisbury Application is submitted for consideration by the Sport, Recreation and Grants Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019



Salisbury Uniting Church

**APPLICATION FOR
'FAMILY CHRISTMAS CAROLS'**

Contact:

Cheryl Sachse

Treasurer



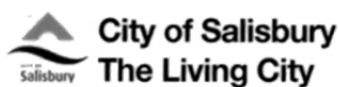
59-61 Park Terrace, Salisbury SA 5108 | 08 8258 2675 | salisburyuca@bigpond.com
www.salisburyuc.org.au



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 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:	Salisbury Uniting Church	
Address:	59-61 Park Terrace	
Suburb:	Salisbury Postcode: 5108	
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)		
Name:	Mrs Cheryl Sachse	
Title (your role with the group/organisation):	Treasurer	
Address:	59-61 Park Terrace, Salisbury SA	
Phone:	Landline: 8258 2675 Mobile: [REDACTED]	
Email:	salisburyuca@bigpond.com	
3. COMMUNITY GRANT RESPONSIBILITY		
Name of Person Responsible for the Grant:	Mrs Cheryl Sachse	
Title (role with the group/organisation):	Treasurer/Church Office Manager	
4. GROUP / ORGANISATION MANAGEMENT DETAILS		
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	by Church Council	
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

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:	<i>We are funded by Salisbury Church Congregational Members</i>	
f) Purpose:	<i>Religious Education</i>	
g) Other (please specify): <i>rooms available for hire to local community and multicultural churches.</i>	Yes <input checked="" 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>Salisbury Uniting Church</i> <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: <div style="background-color: black; width: 50px; height: 15px; margin: 2px;"></div>	Branch Location: <div style="background-color: black; width: 50px; height: 15px; margin: 2px;"></div>
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>Toula Alexander</i>	
Referee's Contact Information:	<div style="background-color: black; width: 50px; height: 15px; margin: 2px;"></div>	

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 8 4 1 2 4 3 5 4 9 1 <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 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/event: <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>We will provide free BBQ, salads, drinks & ice-creams. Activities for children. We will supply musicians & singers.</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Portable Sound System</i>	\$ 2,499
<i>Installation Sound System</i>	\$ 2,160
<i>Soniq 75-inch TV</i>	\$ 1,098
TOTAL (including GST):	\$ 5,757

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

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	<i>Family Christmas Carols</i>
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	<i>December 15th 2019 ongoing</i>
Total cost of Project/Event	<i>\$ 5,757</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?	<i>The event will be open to the community an opportunity for low income families to attend a Family fun free event, enjoy a BBQ, activities, music & Christmas Carols</i>
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: <i>1. quotes for the event 2. invoice</i>
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input 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

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):	<i>March 2019- for 2018 Carols.</i>
What amount of Grant funding was provided:	<i>\$ 1,200</i>
When was the previous Grant acquitted (month & year):	<i>May 2019</i>
Group/Organisation Information	
Group/Organisation Name	<i>Salisbury Uniting Church</i>
Group/Organisation Description	<i>Uniting Church of Australia</i>
Group/Organisation Registered Address	<i>Number/Street: 59-61 Park Terrace Suburb: Salisbury Postcode: 5108</i>
Is the Club Incorporated?	<i>NO</i>
Number of Members	<i>160</i>
% of Membership that reside in the City of Salisbury	<i>98 %</i>
Project/Event Details	
Project/Event Name	<i>Family Christmas Carols</i>
Project/Event Summary	<i>Free BBQ, activities & music.</i>
Date(s) of Project/Event	<i>15/12/2019</i>
Location of Project/Event:	<i>Number/Street: 59-61 Park Terrace Suburb: Salisbury Postcode: 5108</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>It will be a free family event, for the local community.</i>
How many individuals will benefit from the Project/Event?	<i>250</i>
% of project/event participants that reside in the City of Salisbury	<i>100 %</i>
If it is an Event, is it open to the public?	<i>Yes</i>
How will the Project/Event be promoted?	<i>postcards, banners, web-page and TV Advertising via Drop-in Centre.</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>	
Portable Sound System	\$ 2,499
Sound installation	\$ 2,160
TV-overflow	\$ 1,098
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 5,757
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

Provide a description of the proposed project or event:

Family Christmas Carols will be held at 5pm - 7pm on Sunday 15th December. This is a yearly outreach event for the local community. We will begin the event in the Gathering Place (weekly Drop-In-Centre) and spill out onto the front lawns for the free BBQ & salads. A portable sound system & TV will assist us with the event allowing us to be flexible with decision making due to weather concerns and promote the event through daily advertising via the Drop-In-Centre to clients and Hirers using the building and to assist us with overflow by projection of Carols service if needed. We will have activities for children, musicians, free BBQ/Salads and ice-creams before commencing the interactive Carols service. We will invite low income families who visit our Drop-In-Centre, Matu Burmese congregation, Salisbury primary School and residents of the local community.

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. *Quotes for Family Christmas Carols*
 2. *Invoice for the event*
 - 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:

It was very encouraging in 2018 to see how many of our Emergency Assistant clients that visit the Drop-In-Centre accepted our invitation to join us for Family Carols. It was a great success! For some in the community they lack the funds or support family network to attend Christmas events. Having a free family event with entertainment, and support from our congregation as they welcome the local community to join together in a meal then afterwards attend a Family Carols Service will hopefully encourage all who attend to share in the love and peace that Christmas brings. We have already seen the benefits from prior events as many who attended were very grateful for the hospitality shown and especially the children who were able to receive gifts from under the tree donated by the Target Christmas Appeal. We are positioned well on Park Terrace clearly visible especially since the recent Revitalisation Project installation of glass windows & doors providing a safe and welcome place to enjoy this special event.

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

Community Grant Application - Page 10 of 13

Support for the Project or Event
<p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>We have strong support within our Congregation for donations & volunteer service to provide for this event. We have been supported in the past by the Multicultural Churches who worship in our facility. We have built strong connections in the past with the Salisbury Primary School who have always assisted us with our annual Pancake Day event. Uniting In Care clients receive invitations to the event through the 'Parcel of Love Appeal. Wed4Lunch a free lunch for the community are also invited. Invitations are also extended to the groups who use our facility.</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><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:</i> <i>We have a specially selected team that work together to provide a safe place for all who attend so that all who come will be blessed and enjoy a special time where we can come together to celebrate the 'Joy of Christmas' We are a church with a vision of 'Welcoming' and 'Open Doors' hospitality. Volunteers with skills and gifts are selected to ensure successful outcomes. In preparation for future events the team meets afterwards sharing feedback, ideas and encouragement to assist us with future events.</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 Salisbury Uniting Church (Group/Organisation)

Cheryl Sachse / Treasurer
(Name/Position)

and

Nick Patselis / Minister
(Name/Position)



(Signature 1)



(Signature 2)

15 October 2019

(Date)

15 October 2019

(Date)

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



SALISBURY UNITING CHURCH



TAX INVOICE

Salisbury Uniting Church
 Cnr Park & Brown Tce
 Salisbury SA 5108
 Telephone (08) 8258 2675
 Email : salisburyuca@bigpond.com

Account to:

City of Salisbury
 12 James street
 Salisbury SA

ABN: 58 412 435 491
Invoice No. 385
Date: 15/10/2019

DESCRIPTION	AMOUNT
Community Grant Funding	\$5,000
TOTAL (inclusive of GST)	\$5,000

Remittance Please return lower portion with payment

Make all cheques payable to:

Salisbury Uniting Church
 Cnr of Park & Brown Tce
 Salisbury SA 5108

INVOICE No 385
DATE PAID
AMOUNT PAID

SALISBURY UNITING CHURCH COUNCIL MEETING

Tuesday 8th October 2019 at 7.00 pm

Minutes

1. **Welcome:** Mandy welcomed everyone and opened in prayer.
 - Present: Mandy Slater(Chair), Nick Patselis, Margaret Green, Rob Howard, Hanne Konrad and Jheremy Leonidis.
 - Apologies: Cheryl Sachse
2. **Devotions:** Nick
3. **Previous Minutes –10/09/19**
Moved Rob, seconded Nick, all in favour
4. **Business arising from previous minutes:**



5. **Focus Points**



6. **Finance Report:** Cheryl [redacted]



7. **Minister's Report:** Nick see dropbox

- [redacted]
- [redacted]
- To apply for a grant from the Council for a sound system in the Gathering Place.
- Family Carols Event on 15th December – approved
- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]

8. Correspondence

In

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

Out –

- [REDACTED]

9. Workplace Health and Safety [REDACTED]

10. UICS Report – Cheryl

11. Other Business

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

Meeting closed in prayer at 9.10pm.

Next Meeting **Tuesday 12th November at 7.00pm**

Confirmed as a true and correct record.

OK Slater.....

Chairperson

14/10/2019

Date



CUSTOMER QUOTATION NO. 122367

Dennis
 Salisbury Uniting Church
 59-61 Park Terrace
 SALISBURY SA 5108

Created Date: 02/10/2019
 Site Contact:
 Site Phone: 08 8258 2675
 Site Address: 59-61 Park Terrace
 SALISBURY SA 5108

Description

Quote to install customer supplied two speaker and mixer sound system. Multiple options for power supply depending on what is supplied in the kit. Cabling will be run from mixer located in cupboard, up through some duct then into the bulkhead void. Power is available near each speaker location if seperate sockets are required. Install additional power outlet and tv antenna point in the centre of display area. Mount and install customer supplied tv bracket and tv. Install new seperate tv antenna on roof above for new tv. [REDACTED]

Electrical

Item	Quantity
First 30 Minutes of Labour	1.00
Materials	1.00
Sundry	
Labour - Tradesman	
Sub-Total ex GST	\$2,160.00

Thank you for your enquiry. We have pleasure in submitting the following quotation. The quotation is valid for 30 days from the date of transmittal of the quotation to the client.	Sub-Total ex GST	\$2,160.00
	GST	\$216.00
	Total inc GST	\$2,376.00



Salisbury Uniting Church

The screenshot shows a product listing for a Sony 75-inch UltraHD TV. On the left, a vertical sidebar lists features: 75", CHROMECAST, 100Hz, and 4K UHD. The main image shows the TV screen displaying 'Chromecast built-in' with the text 'Stream your favorite entertainment from your mobile device to your TV.' Below this are icons for YouTube, Google Play, NETFLIX, Spotify, and 1000+ Apps. Below the TV image is a navigation bar with arrows and five product thumbnails. The main text reads 'SONIQ 75-Inch UltraHD Google Chromecast Built-In TV 100Hz'. Below this is a star rating of five stars with '(13 Ratings)' and the Sony logo. A price comparison shows 'Don't pay \$1689' with an information icon, and a large price tag for '\$1098' with a 'SAVE \$591' badge.

59-61 Park Terrace, Salisbury SA 5108 | 08 8258 2675 | salisburyuca@bigpond.com
www.salisburyuc.org.au



SALISBURY UNITING CHURCH
 59-61 PARK TERRACE
 SALISBURY SA 5108

QUOTE NO: 5815
 DATE: 02/09/2019
 CUSTOMER ID: SAL00005
 Phone: 82582675
 Fax:
 PAGE: 1 of 1

Salesperson:

RRP
inc GST

Item ID	Item Description	Publisher/Brand	Qty	GST Amt	RRP inc GST	Disc %	Total Amount
787930-5120	BOSE-S1 PRO PA SYSTEM W/BATTERY ACCESORY	BOSE	1	90.82	999.00		999.00
787930-5120	BOSE-S1 PRO PA SYSTEM W/BATTERY ACCESORY	BOSE	1	90.82	999.00		999.00
MG10//AU	YAMAHA MG10 D-PRE MIXER	YAMAHA	1	22.91	279.99	10.00	251.99
ROM20L	020 FT MIC CABLE FEMALE XLR TO MALE XLR 6.8MM O/	CARSON CABLE CO	2	3.93	23.99	10.00	43.18
ROM30L	030 FT MIC CABLE FEMALE XLR TO MALE XLR 6.8MM O/	CARSON CABLE CO	1	2.37	28.99	10.00	26.09
SPS-560	SPEAKER WALL BRACKET BLACK	UXL	2	11.45	69.99	10.00	125.98
EXTPBIEC05BK	5M IEC 240V EXTENSION CABLE		2	4.91	29.99	10.00	53.98
CASHROUNDING	ROUNDING		-1	-0.02	0.22		-0.22
				Total Discount: 55.70	GST Amt: 227.19		
					Total(inc GST): 2,499.00		

ALL QUOTES ARE SUBJECT TO CHANGE



ITEM	7.2.11		
	SPORT, RECREATION AND GRANTS COMMITTEE		
DATE	11 November 2019		
PREV REFS	Sport, Recreation and Grants Committee	7.2.4	14/10/2019
HEADING	24/2019: Pooraka Football Club Inc.- Community Grants Program Application (Re-Assessed)		
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development		
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making.		
SUMMARY	The Pooraka Football Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.		

RECOMMENDATION

1. The information be received and noted.
2. Council note that the Sport, Recreation and Grants Committee has delegated authority to approve funding within the endorsed Community Grants Program Guidelines and Eligibility Criteria.
3. Council note that the 24/2019: Pooraka Football Club Application is deemed ineligible for Community Grants Program funding in accordance with section 8.2, 10.2.1 and 10.7.1 of the Community Grants Program Guidelines and Eligibility Criteria.
4. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee re-assessed and did **not allocate funding** for the November 2019 round for 24/2019: Pooraka Football Club Inc. Application.

ATTACHMENTS

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

1. 24/2019: Pooraka Football Club Inc. - Application
2. 28/05/2019 - Email Correspondence to Pooraka Football Club Inc.
3. 25/10/2019 - Correspondence to Pooraka Football Club Inc.
4. Community Grants Program Ineligible Applications 2015-2019

1. BACKGROUND

- 1.1 The Pooraka Football Club Inc. Application is deemed ineligible for Community Grants Program funding in accordance with section 8 of the Guidelines and Eligibility Criteria and was originally submitted to the Sport, Recreation and Grants Committee for information on 14 October 2019.
- 1.2 At its meeting held 14 October 2019, the Sport Recreation and Grants Committee recommended:

SRG-OBI Pooraka Football Club

1. *The administration hold further discussions with the Pooraka Football Club regarding their application for funding assistance for expenses incurred, for appropriate supporting documentation, and that a further report be provided to the next meeting of this Committee.*

Resolution Number: 0306/2019; 28/10/2019

2. REPORT

Outstanding Acquittal and evaluation report

- 2.1 At the Sport, Recreation and Grants Committee meeting held in October 2019, the Pooraka Football Club Inc. application was recommended to be deemed ineligible for Community Grants Program funding in accordance with section 8 of the Guidelines and Eligibility Criteria, due to an outstanding acquittal. An acquittal includes a financial summary and evaluation report. The evaluation report remains outstanding.
- 2.2 The Pooraka Football Club Inc. received \$2,000 Community Grants Program funding in July 2015 to assist with expenses associated with the Bulls Centenary Ball event. The funding has not been acquitted in full and therefore the Pooraka Football Club Inc. is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria section 8.2 *Funding will not be considered for:*
 - 2.2.1 *Organisations that have outstanding acquittals and associated documents for any previous Community Grants Program funding.*
- 2.3 Considerable communication has occurred regarding the outstanding acquittal. The Pooraka Football Club Inc. was sent an acquittal reminder notice on 12 May 2016 and another on 14 February 2017.
- 2.4 In September 2018, an Elected Member emailed staff requesting to meet with the President of the Pooraka Football Club who wanted to submit another application but were ineligible due to the previous grant funding outstanding acquittal. Staff subsequently contacted the President and discussed the outstanding acquittal and followed up with an email containing the link to the Community Grants website to access the Guidelines and Eligibility Criteria.
- 2.5 On 23 May 2019, there was further contact by an Elected Member who had contacted the Pooraka Football Club asking whether the President had heard from Council regarding the outstanding acquittal and whether the acquittal had been resolved. The President responded that he had explained the situation regarding changes in membership of the club to staff.

- 2.6 On 24 May 2019, the President emailed another Elected Member asking for assistance regarding the outstanding acquittal.
- 2.7 On 28 May 2019, the Elected Member emailed staff requesting assistance with regard to the club's failure to complete the acquittal. Staff contacted the President via telephone and discussed the acquittal and evaluation report requirements. An email was sent the same day to follow up the telephone conversation and is attached (attachment 2).
- 2.8 Staff received a telephone call from the President of the Pooraka Football Club on 9 October 2019 regarding the outstanding acquittal. The President advised he had received some information from a member of the Club and would prepare an evaluation report for the acquittal.
- 2.9 As at 25 October 2019, the acquittal and evaluation report was still outstanding. An evaluation report (form) was developed and posted to the Pooraka Football Club Inc. to assist with completing requirements for the Community Grants Program funding received in July 2015 (attachment 3). The Evaluation Report form will be made available on the City of Salisbury website in due course.
- 2.10 Forty Seven (47) Applications received from January 2015 to May 2019 were deemed ineligible. Of the forty seven ineligible applications, two (2) were ineligible due to an outstanding acquittal. The Applications were submitted to the Sport, Recreation and Grants Committee for information and funding was not approved:
- 05/2016: Zomi Community Adelaide (SA) - Zomi Innkuan Adelaide (SA) Inc.
- 10/2017: Adelaide FX Drilldance Team Inc.

Application Received for October 2019 Round

- 2.11 Due to the circumstances outlined in this report, the Pooraka Football Club Inc. Application is deemed ineligible for Community Grants Program funding due to the outstanding acquittal (the evaluation report). The Pooraka Football Club Inc. Application is ineligible for Community Grants Program funding nevertheless, in accordance with section 8.2 *Funding will not be considered for money already spent or funding of existing debts or shortfalls:*
- 2.11.1 The Application was received via email on 7 September 2019, for the October 2019 round of Community Grants Program funding. The Pooraka Football Club Indigenous Round event took place 10 August 2019 – a little more than one calendar month before submission of the Application and consequently precluding the application's eligibility based on the Guidelines and Eligibility Criteria.
- 2.11.2 Furthermore, funding will not be considered for projects or events that have already commenced (Section 10.2.1.) and reimbursement of expenses incurred by the organisation prior to grant funds being approved (Section 10.7.1.).

2.12 Forty Seven (47) Applications received from January 2015 to May 2019 were deemed ineligible. Of the forty seven ineligible applications, seven (7) were ineligible due to money spent before the Application was submitted. The Applications were submitted to the Sport, Recreation and Grants Committee for information and funding was not approved:

17/2015: Italian Cultural Centre Inc.

31/2015: Para Hills Wanderers Netball Club Inc.

07/2017: The Dutch Community (Dutch Social And Welfare Club) Inc.

20/2017: Providence Chick [World Harvest Christian Centre Inc.]

04/2018: The South Sudanese Equatorians Communities Association in South Australia Inc.

30/2018: Bhutanese Australian Association of South Australia Inc.

09/2019: Meals on Wheels (SA) Inc.

Sport, Recreation and Grants Committee Terms of Reference

2.13 The Sport, Recreation and Grants Committee is formed under section 41 of the Local Government Act 1999 as an advisory committee to Council for the purpose of providing advice to Council in regard to, inter alia:

- Council policies, procedures and eligibility for the allocation of Community Grants;
- Assess and determine all applications for Community Grants (Projects and Events) and allocate those funds to successful applicants.

2.14 The Sport, Recreation and Grants Committee will adopt a risk management focus in its considerations, delivery and recommendations to Council. The advice to Council will reflect both the risk and opportunities of the issue to enable Council to act as an informed and responsible decision maker representing the interests of the community.

2.15 The Sport, Recreation and Grants Committee has delegated authority to allocate funds available within the annual Community Grants budget.

2.16 The Committee has the delegated authority to make decisions within the endorsed Guidelines and Eligibility Criteria effective 1 September 2019. Recommendations made outside of the Guidelines and Eligibility Criteria by the Committee need to be endorsed by Council.

3. CONCLUSION / PROPOSAL

3.1 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.

- 3.2 In accepting the Community Grant funding organisations also agree to abide by the following terms:

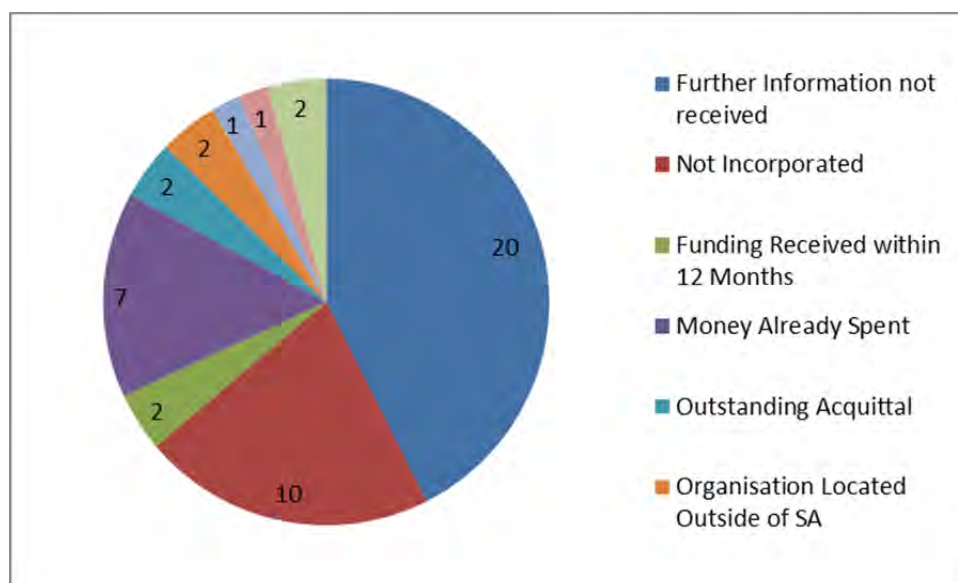
20. *Accountability and Reporting Requirements*

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.*

- 3.3 The Pooraka Football Club Inc. has been provided with generous assistance in completing the evaluation report to close the acquittal requirements for the grant funding received in 2015 and there is no foreseeable reason this cannot be achieved.
- 3.4 The Application is deemed ineligible for Community Grants Program funding nevertheless as the Application was received one month after the event that funding is requested took place.
- 3.5 Funding has not been approved retrospectively in the past for organisations that are deemed ineligible for Community Grants Program funding as the money has already been spent, as outlined in section 2.12.
- 3.6 Furthermore, funding has also not been approved in the past for organisations that are deemed ineligible for Community Grants Program funding (refer to attachment 4):



- 3.7 To maintain transparency and avoid setting a precedence, and in accordance with the Community Grants Program Guidelines and Eligibility Criteria outlined in this report, it is recommended that the Sport, Recreation and Grants Committee do not recommend retrospective funding of any amount for the 24/2019: Pooraka Football Club Inc. Application.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

From: Keith Whales [REDACTED]
Sent: Saturday, 7 September 2019 11:11:14 AM
To: City of Salisbury
CC: [REDACTED]
Subject: Community Grant Application

Pooraka Football Club grant application please see attached 13 pages

C:\Users\kwhales\AppData\Roaming\Microsoft\Outlook\Outlook\11/09/2019



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 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:	Poraka Football Club		
Address:	19 McCarthy Cr		
Suburb:	Pooraka SA Postcode: 5095		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mr Keith Whales		
Title (your role with the group/organisation):	President		
Address:	[REDACTED]		
Phone:	Landline: [REDACTED] Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Mr <input checked="" type="checkbox"/> Keith whales		
Title (role with the group/organisation):	President		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	Board		
Is your organisation:			
a) Incorporated:	<table border="1"> <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: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small>	<table border="1"> <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"/> (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: Pooraka Football Club Inc. <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	
	Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	Tony Zappia	
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>(// Yes - Please Quote ABN:)</i> 6 5 0 6 6 0 7 9 6 8 4 <i>(// No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i>		

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

Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)? <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:	\$ 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/event: <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>Labour any financial costs outside of the eligible grant funding</i>
EXPENSES <i>(specify the proposed expense budget by item.)</i>	\$ AMOUNT
<i>gurnseys</i>	\$ 2,500
<i>gurnsey design costs</i>	\$ 800
<i>cost of ceremony</i>	
<i>catering</i>	\$ 3,500
<i>advertising/Flyers/Facebook</i>	\$ 1,200
TOTAL (including GST):	\$ 8,000

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: <small>(please tick which is applicable)</small>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	<i>Pooraka Football Club Indigenous Round</i>
Date(s) of Project/Event <small>(if ongoing or one-off please state "ongoing"/"one-off")</small>	<i>10th August 2019</i>
Total cost of Project/Event	<i>\$ 8,000</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?	<i>support letters</i>
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <small>(please check all that apply)</small>	
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 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small><i>(go to Group/Organisation Information)</i></small>
When was the Grant funding received (month & year):	2015
What amount of Grant funding was provided:	\$ 2,000
When was the previous Grant acquitted (month & year):	approx May 2019
Group/Organisation Information	
Group/Organisation Name	Pooraka Football Club Inc.
Group/Organisation Description	Sports and Social Club
Group/Organisation Registered Address	Number/Street: 19 Mccarthy Crt Suburb: Pooraka SA Postcode: 5095
Is the Club Incorporated?	yes
Number of Members	300
% of Membership that reside in the City of Salisbury	70 %
Project/Event Details	
Project/Event Name	Pooraka Football Club Indigenous Round
Project/Event Summary	Adelaide Footy League round 17
Date(s) of Project/Event	10th August 2019
Location of Project/Event:	Number/Street: 19 Mccarthy Crt Suburb: Pooraka SA Postcode: 5095
How will the Project/Event benefit the residents of the City of Salisbury?	Increase the relationship with the local indigenous community. Create an awareness of our local cultural history through local sport.
How many individuals will benefit from the Project/Event?	300
% of project/event participants that reside in the City of Salisbury	70 %
If it is an Event, is it open to the public?	Yes <input type="checkbox"/>
How will the Project/Event be promoted?	Social media/ letterboxing/internal notification

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>	
gurnsey manufacture	\$ 2,500
gurnsey design	\$ 800
catering	\$ 3,500
advertising	\$ 1,200
ceremony costs	\$ 500
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 8,500
Quote Attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>A detailed, current quote <u>must</u> be provided with the application.</i>	<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>POORAKA FOOTBALL CLUB WILL DEDICATE OUR ROUND 17 OF THE ADELAIDE FOOTY LEAGUE SEASON TO THE INDIGENOUS CULTURE OF THE KAURNA PEOPLE. SPECIFIC GURNSEY DESIGN WILL BE SORCED, DESIGNED AND MANUFACTURED TO REFLECT THE LOCAL INDIGENOUS CULTURE. A CEREMONY WILL BE ENGAGED BY AN KAURNA ELDER TO AUTHENTICATE THE EVENT. FULL CATERING IS TO BE PROVIDED TO SUPPORTERS OF THE EVENT. IT IS ANTICIPATED TO BE A DAYTIME AND EVENING EVENT. DISPLAYS WILL BE ENCOURAGED FOR EITHER DEMONSTRATION OR CEREMONIAL PURPOSE.</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>IT IS ANTICIPATED THAT THROUGH EVENTS SUCH AS THIS WILL INCREASE THE AWARENESS OF THE LOCAL COMMUNITY TO THE HISTORY AND HERITAGE OF THE LOCAL CULTURE OF THE INDIGENOUS COMMUNITY. THE POORAKA FOOTBALL CLUB WISHES TO BE A PART OF THE CITY OF SALISBURY'S COMMITMENT TO DEVELOPE THEIR RELATIONSHIP WITH THE KAURNA PEOPLE OF THE ADELAIDE PLAINS</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 event is supported by our members, the local community of Pooraka. Through City of Salisbury consultation in conjunction with Elders of the Kaurna it is anticipated a wider support will be obtained</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>The event will be fully managed by the Pooraka Football Club board ensuring all event safety guidelines are met. We encourage elders of the Kaurna to become actively involved. With the relationships created with this project it is anticipated that on an annual basis the event will be repeated.</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 Pooraka Football Club Inc. (Group/Organisation)

<p>Keith Whalos / President <small>(Name/Position)</small></p>  <small>(Signature 1)</small>	and	<p>Johanas Vandermeer / Treasurer/Chairman <small>(Name/Position)</small></p>  <small>(Signature 2)</small>
<p><u>06 July 2019</u> <small>(Date)</small></p> <p>Contact (phone number) [REDACTED]</p>		<p><u>06 July 2019</u> <small>(Date)</small></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:

N/A

	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

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.*



City of Salisbury
ABN 82 615 416 895
12 James Street
PO Box 8
Salisbury SA 5108
Australia

Telephone 08 8406 8222
Facsimile 08 8281 5466
city@salisbury.sa.gov.au
TTY 08 8406 8596
(for hearing impaired)
www.salisbury.sa.gov.au

25 October 2019

Mr Keith Whales
President
Pooraka Football Club Inc.



Contact: Community Grants Program
Ref: 24/2019 (BMH)

Dear Mr Whales,

RE: COMMUNITY GRANT APPLICATION – OUTSTANDING EVALUATION REPORT

Further to our telephone conversation on Wednesday, 9 October 2019, please find enclosed a Community Grants Program Evaluation Report Form for you to complete and return to the City of Salisbury at your earliest convenience.

The Evaluation Report (form) is provided to assist with completing the acquittal requirements for the Community Grants Program funding that Pooraka Football Club Inc. received on 13 July 2015.

I understand from our discussion that you may not be in a position to complete the report in its entirety and request that you complete as much as possible with the information you have already gathered.

The Pooraka Football Club Inc. will receive Community Grants Program eligibility notification once the evaluation report is received and verified.

We look forward to receiving your evaluation report and please do not hesitate to contact me should you have any questions or concerns.

Yours sincerely,

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

enc.

Community Grants Program - Ineligible Applications - 2015 to 2019 (to date)

Applicant	Further Information not received	Not Incorporated	Funding Received withing 12 Months	Money Already Spent	Outstanding Acquittal	Organisation Located Outside of SA	Receiving Government Funding	Funding requested for day-to-day running costs	Funding requested for capital development
04/2015: Air Youth of South Australia Inc.	1								
15/2015: Thrifty Food & Stuff		1							
17/2015: Italian Cultural Centre Inc.				1					
19/2015: Ingle Farm Gardens Retirement Village		1							
20/2015: Australian Refugee Association	1								
22/2015: Mawson Lakes Junior Soccer Club			1						
29/2015: Adelaide FX Drilldanc Team Inc. (Senior Team)			1						
31/2015: Para Hills Wanderers Netball Club Inc.				1					
47/2015: Pooraka Netball Club Inc.	1								
50/2015: Tatar Bashkurt Association of Australia Inc.	1								
51/2015: Macedonia United Lions Soccer Club	1								
03/2016: Saint Mary Choir		1							
04/2016: Nunga Mi:Minar Inc	1								
05/2016: Zomi Community Adelaide (SA) - Zomi Innkuan Adelaide (SA) Inc.					1				
10/2016: The Lao Association of South Australia Incorporated	1								
13/2016: SecondBite	1								
14/2016: Interchange Inc.	1								
29/2016: Ingle Farm Women's Group		1							
06/2017: Not Bad Misunderstood Inc.						1			
07/2017: The Dutch Community (Dutch Social And Welfare Club) Inc.				1					
10/2017: Adelaide FX Drilldance Team Inc.					1				
11/2017: The Western Connection Equestrian Club		1							
12/2017: The Salisbury East Junior Soccer Club Inc.	1								
14/2017: Community Thrifty Food		1							
18/2017: Saint Francis Community Child Care Centre Inc.	1								
20/2017: Providence Chick [World Harvest Christian Centre Inc.]				1					
21/2017: Australian Refugee Association Inc.							1		
23/2017: The Lions Club of Paralowie Inc.	1								
27/2017: Shrimad Rajchandra Mission Dharampur (Australia) Limited						1			
32/2017: Salisbury North Quilting Group		1							
36/2017: Salisbury Bowling Club Inc.		1							
38/2017: Para Hills YMCA OSHC P-7	1								
01/2018: The Pakeer Community Association of South Australia Inc.		1							
03/2018: St Joseph Italian Community Centre Inc.	1								
04/2018: The South Sudanese Equatorians Communities Association in South Australia				1					
05/2018: Mawson Lakes Cricket Club Inc.								1	
13/2018: Bhutanese Australian Association of South Australia Inc.	1								
14/2018: Supreme Football Group		1							
20/2018: Afghan National Association of Australia Inc.	1								
22/2018: Military Vehicle Preservation Society of South Australia Inc.									1
24/2018: Pontian Brotherhood of South Australia Inc.									1
27/2018: UniSA Eagles Gridiron Club	1								
29/2018: North Pines Sports and Social Club	1								
30/2018: Bhutanese Australian Association of South Australia Inc.				1					
06/2019: The Burton Community Centre Inc.	1								
08/2019: The Royal Life Saving Society Australia, South Australia Branch Inc.	1								
09/2019: Meals on Wheels (SA) Inc.				1					
Total Ineligible Applications: 47	20	10	2	7	2	2	1	1	2

ITEM	7.2.12
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	Minor Capital Works Grant Program - November Allocations
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	This report outlines the Minor Capital Works Grant Program Applications submitted for the November 2019 round. Two applications are submitted for consideration by the Sport, Recreation and Grants Committee in an individual report.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Two (2) applications were received for the November 2019 round of Minor Capital Works Grants Program of which two (2) are submitted for consideration.

2. REPORT

- 2.1 Two (2) application are presented for the November 2019 round of Community Grants for consideration, both of which are deemed compliant and listed below:
 - 2.1.1 Para Hills Bowling Club Inc.
Agenda item 7.2.13; Sport, Recreation and Grants Committee; 11/11/2019
 - 2.1.2 Riding for the Disabled Association SA Inc.
Agenda item 7.2.14; Sport, Recreation and Grants Committee; 11/11/2019
- 2.2 The Minor Capital Works Grant Program Funding budget allocation for 2019/20 is \$326,000.
- 2.3 The Minor Capital Works Grant Program has allocated \$152,798 from the 2019/20 budget this financial year. This equates to 46.9% of the total MCWGP 2019/20 Budget (\$326,000). The remaining amount in the 2019/20 MCWGP Budget is \$173,202. The Table below outlines the current funding allocation per financial quarter.

FINANCIAL QUARTER	AMOUNT ALLOCATED	PERCENTAGE OF TOTAL ALLOCATION	PROGRESSIVE TOTAL	REMAINING
JULY-SEPTEMBER	\$135,290	41.5%	\$135,290 / 41.5%	\$190,710
OCTOBER-DECEMBER	\$17,508	5.4%	\$152,798 / 46.9%	\$173,202

2.4 The monies committed to the two (2) compliant applications for the November 2019 round, if all approved, is **\$66,352.00**.

2.5 The remaining balance of the grant funding if both applications are approved is **\$106,850.00**.

2.6 The Table below outlines the proposed funding allocation per financial quarter if both November grant applications are approved.

FINANCIAL QUARTER	AMOUNT ALLOCATED	PERCENTAGE OF TOTAL ALLOCATION	PROGRSSIVE TOTAL	REMAINING 2019/20 BUDGET
JULY-SEPTEMBER	\$135,290	41.5%	\$135,290 / 41.5%	\$190,710
OCTOBER-DECEMBER	\$83,860	25.7%	\$219,150 / 67.2%	\$106,850

3. CONCLUSION / PROPOSAL

3.1 Two (2) Minor Capital Works Grants Program applications are presented for funding consideration at the Sport, Recreation and Grants Committee meeting in November 2019.

3.2 If both applications are approved, the remaining balance for the 2019/20 Minor Capital Works Grant Program would be \$106,850.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

ITEM	7.2.13
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	Minor Capital Works Grant Program - Para Hills Bowling 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	The application from the Para Hills Bowling Club for the installation of free-standing shade structures has been received. An amount of \$16,352 is recommended for funding under the 2019/20 Minor Capital Works Grant Program budget.

RECOMMENDATION

1. The report be received.
2. In accordance with the delegated power 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. Para Hills Bowling Club: an amount of \$16,352 for the installation of free-standing shade structures at the Paddocks Precinct, noting that any additional costs are to be funded by the Para Hills Bowling 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 - Para Hills Bowling Club - Application and 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:
 - are an incorporated not-for-profit community organisation;
 - are physically located in the City of Salisbury;

- provide sporting, recreation and leisure services to the City of Salisbury;
 - are significantly free of Council debt;
 - have not received MCWGP funding in the past 24 months;
 - have completed all relevant sections of the application form; and
 - 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 Para Hills Bowling Club applying for \$16,352 (including required 20% contingency) through the Minor Capital Works Grants Program for the installation of free-standing shade structures.
- 1.6 The Para Hills Bowling Club last received MCWGP funding in 2012/13 for the replacement of the artificial bowling green at the Club.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Community Planning and Vitality, Community Development
- 2.1.2 Property and Buildings, City Infrastructure
- 2.1.3 Projects, City Infrastructure

2.2 External

- 2.2.1 Para Hills Bowling Club

3. REPORT

- 3.1 The Para Hills Bowling Club, located at the Paddocks Precinct, Para Hills has a total membership of 238. The club has an executed lease with the City of Salisbury for the use of a building, two (2) bowling greens, and one (1) synthetic bowling green at the precinct.
- 3.2 The new free-standing shade structures would provide permanent shade for players and spectators which aims to increase safety, appeal, and usability of the facility. The new shade structures will reduce the likelihood of possible heat related injuries whilst participating at and attending the facility by providing easily accessible covered areas.
- 3.3 Currently, the existing shade structures require manual set up and pack down by volunteers which includes extracting and retracting structures above shoulder height. Installation of permanent structures would eliminate the need for manual set up and pack down of shade structures resulting in reduced risk and increased safety for volunteers.
- 3.4 The new shade structures will increase the capacity and availability of safe storage for players while using the bowling greens at the facility. Currently, players' bags are stored on the ground which results in a tripping hazard for players, spectators, and other attendees of the facility. By increasing the available space in which players can store their bags away, this aims to eliminate the hazard and risk to people at the facility.

- 3.5 The new structures will provide safe and accessible shade and seating for all people including but not limited to wheelchair users and people with a disability.
- 3.6 Overall, this project aims to provide a safe and enjoyable space at the facility which will provide members, participants, and volunteers with increased options to undertake their sport and recreation opportunities. This project will also support the club to retain current members and increase participation opportunities by providing safe and improved facilities for the community.
- 3.7 The Para Hills Bowling Club has applied for MCWGP funding for the installation of free-standing shade structures at the Paddocks Precinct, Para Hills.
- 3.8 The proposed scope of works include:
 - 3.8.1 Supply of 8 free-standing shade structures
 - 3.8.2 Installation of 8 free-standing shade structures
- 3.9 The PHBC has provided the City of Salisbury with quotes for the works to be undertaken as part of this project ranging from \$18,219.30 to \$37,015 with the average being \$26,885.
- 3.10 The Para Hills Bowling Club has applied for funding through the State Government Department of Human Services for \$22,150 towards the project. This program can only provide funding of up to 75% of the total project cost. Notification of the outcome of this grant is due in mid-November 2019.
- 3.11 The Club is applying for MCWGP funding to cover the additional costs of the project (\$14,865 based from the highest quote received). Applying the required 20% contingency to the funding requested (\$14,865) requires the total MCWGP funding amount to be capped at \$16,352.
- 3.12 The Minor Capital Works Grant Program if approved can contribute a maximum of \$16,352 funding towards the project. The Para Hills Bowling Club has agreed to cover any costs above the \$16,352 grant funding from either club contribution or from external funding programs.
- 3.13 It is anticipated that the project costs will be above the \$16,352 grant funding, 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 organisation and value of the MCWGP grant and DHS grant, there is not expected to be an inability to meet its obligations or be in financial hardship as a result of undertaking this project if both the MCWGP and DHS funding applications are successful.
- 3.14 Should the Para Hills Bowling Club be unsuccessful in their DHS grant application, a further report will need to be presented to the Sport, Recreation and Grants Committee to seek further funding through the Minor Capital Works Grant Program for additional costs of the project.
- 3.15 A draft scope of works for the purposes of quotes has been prepared. Full scope will be prepared by the Para Hills Bowling Club in collaboration with City Infrastructure if approval is given to receive the grant. The Para Hills Bowling Club will require approval from City Infrastructure through a Major Club Initiated Works Form prior to work commencing.

- 3.16 Staff have sighted the full financial details of the Para Hills Bowling Club however have removed details within the attachments to this report for confidentiality.
- 3.17 The club has not had any major building renewal undertaken recently.
- 3.18 The application for shade structures does not impact on The Paddocks Masterplan.

4. CONCLUSION / PROPOSAL

- 4.1 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.
- 4.2 The application by the Para Hills Bowling Club for the installation of free standing shade structures meets the guidelines for the Minor Capital Works Grant Program and can be completed within the allocated budget. A 20% contingency has been applied to the grant amount requested to ensure the club will not be in financial hardship as a result of undertaking this project which take the total grant amount to \$16,352.
- 4.3 The Para Hills Bowling Club has applied for funding through the State Government Department of Human Services for \$22,150 towards the project. Notification of the outcome of this grant is due in mid-November 2019.
- 4.4 Para Hills Bowling Club will project manage the works and will work collaboratively with City of Salisbury staff to ensure the project is completed in a timely manner and to Council's standards. The Para Hills Bowling Club will require approval from City Infrastructure through a Major Club Initiated Works Form prior to work commencing.
- 4.5 The project does not conflict with The Paddocks masterplan.
- 4.6 It is recommended that the application to the 2019/20 Minor Capital Works Grant Program by the Para Hills Bowling Club be approved and an amount of \$16,352 be allocated for the installation of free-standing shade structure at The Paddocks Precinct. Any amount over and above this will need to be funded either by the Club or via other grants

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019

City of Salisbury - Minor Capital Works Grant Program Application

City of Salisbury - Minor Capital Works Grant Program



Submission date: 11 September 2019, 1:27PM

Receipt number: MCWGP14

Related form version: 22

Question	Response
Application Form	
Organisation Information	
Name of the Club / Organisation:	Para Hills Bowling Club
ASIC Registration Number:	0437202a
Australian Business Number (ABN):	75071746284
Facility Name:	Para Hills Bowling Club
Facility Address:	390 Bridge Road Para Hills SA 5096
Postal Address:	[REDACTED]
Person Responsible for the Grant:	Daryl Bonney
Role/Position within Club:	President
Contact Email:	[REDACTED]
Contact Mobile:	[REDACTED]
Club Membership	
Male - Junior	0
Female - Junior	1
Social - Junior	1
Male - Senior	60
Female - Senior	26
Social - Senior	150
Total Membership:	238
Please provide total membership numbers for the previous 3 seasons:	238
Funding Category	
Category A – up to \$50,000 Clubs that meet one of the following may apply for Category A funding:	have a current lease or sub-lease of a Council owned building; or
Category B – up to \$25,000	
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:	DHS GRANTS 75% of \$33,650.00
About the Project	

1 of 3

City of Salisbury - Minor Capital Works Grant Program Application

Name of Project:	New Shelters
What does the project involve?	Looking to purchase new "Fixed Free Standing Shelters" replacing existing sunshades located at our Club
Are there any time constraints for the project?	It would be ideal to start this project asap prior to the Bowling Pennant Season starts in October if not after Season has been completed in March 2020
Why is the project needed?	The New Shelters would provide permanent shade for players reducing possible heat related injuries whilst playing. The current shades require players to extract and retract shades above shoulder height, The Shelters will also include storage capacity for players to remove bags from the ground reducing tripping hazards
How will the project increase participation opportunities for sport and recreation?	increase safety for all players and also provide wheelchair access to shade
How will the project increase inclusive opportunities for diverse people in the community and how does the project address Universal Design Principles?	The new shelters will provide shade for wheelchair bound players and seating for physically impaired players
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:	
Budget Information	
Total Project Cost	37015
Club/Organisation's Contribution	0
Other grants / funds secured	22150
MCWGP Amount Requested:	11500
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:	
Quote 1	felton quote.pdf
Quote 2	
Quote 3	
Essential Documentation	
Provide a Certificate of Incorporation demonstrating not-for-profit status	
Provide a signed copy of committee minutes endorsing the project, authorising an application to the MCW Grants Program and documenting the authorised project contact	

2 of 3

City of Salisbury - Minor Capital Works Grant Program Application

Club/organisation's most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	Para Hills Bowling Club - March 2019.pdf
Where applicable supply evidence of cash support (e.g. recent bank statement)	
A copy of building works drawings or concept plans for the project	
Provide photos that clearly demonstrate why the works are needed	Interactive-Eco-Trend-Sheltered-Park-Setting-3.jpg
Where applicable provide letters of support for the project from each of the user groups	
Where applicable provide a letter/email from the head lessee supporting the application	
Please upload any further information / documentation	felton quote.pdf
Terms and Conditions of Funding	
Application Declaration	
On behalf of (Club/Organisation)	Para Hills Bowling Club
Name & Position (President/Chairperson)	Daryl Bonney President
Date of Signature	11/09/1919
Signature 1	Link to signature
Name & Position (Representative 2)	Gerard Tancred Secretary
Date of application	11/09/1919
Signature 2	Uploaded signature image: 20190911_125423.jpg
	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.

3 of 3

Grand Slam Sports Equipment
 ABN: 64 010 770 153
 PO Box 5579, BRENDALE QLD 4500
 19 Deakin Street, BRENDALE QLD 4500
 Ph: 07 3205 3388 Fax: 07 3205 3522



QUOTATION

PROJECT :

QUOTE # : Q53354

DATE : 17/09/2019

NAME / ADDRESS



SHIP TO



LINE NO.	QTY	UOM	CODE	DESCRIPTION	UNIT PRICE	TOTAL
1	4	Each	PS4000	Rectangular framed 4m long x 1.9m high x 0.9m deep. Constructed from pre-galvanised steelwork and powdercoated with polycarbonate panels to 3 sides. Ventilation voids at ground level. Complete with aluminium bench seat and Colorbond Roof. Grand Slam player shelters are supplied in kit form for ease of assembly and relocation. Includes hold down brackets suitable for fixing to concrete	5,500.00	22,000.00
2	1	Drop	Freight...	Insured freight to site, to the value of \$5000.00 - For full terms and conditions please refer to the attached terms and conditions page,	1,111.00	1,111.00

Subtotal \$23,111.00

Tax \$2,311.10

TOTAL \$25,422.10

13 Export Drive
Molendinar
Queensland 4214



Shadex
INDUSTRIES
QLD PTY LTD
ABN 76 154 485 300 / QBSA 1266770

Phone: (07) 5574 5911
Fax: (07) 5574 5922
Mobile: 0418 383 443

Quotation 9.19

Date: 17.09.2019
To: Para Hills Bowling Club
Bridge St, Para Hills SA 5096
Attn: Daryl Bonney
Tel: [REDACTED] Email: [REDACTED]

Dear Daryl
Further to your email, following is the quote as requested:

To supply
8 x Double Sided Sunchaser Retractable Shade Systems – INGROUND model Green/Cream
All shades built with Stainless components and all Stainless Steel bolts. Shades come semi-assembled with detailed installation instructions plus full telephone phone support.

Shades	\$14,560.00
Extended Corrosion Protection*	\$ 1,360.00
Freight (valid 21 days only)	\$ 491.00
Freight Insurance	\$ 152.00
Subtotal	\$16,563.00
GST	\$ 1,656.30
TOTAL Including GST	\$18,219.30

***ECP - All welds in stainless steel, all welds cold galvanised, all steel work primed and undercoated prior to powder-coating, internal corrosion protector applied after P&P.**
COST EFFICIENT - This process will extend the life of the structure by well over 25%.

All Shadex Shades WITH ECP Are Guaranteed for 5 Full Years

NOTE - Payment for all Shadex goods falls due prior to despatch.
Please confirm your order in writing by either fax or mail using the form below,
Please include your delivery address, contact person and their daytime phone number.

Yours faithfully
Dave Furneaux Dip Bus, A.F.A.I.M.
Manager

DOES YOUR CLUB REQUIRE ALUMINIUM SEATING?
CALL SHADEX FOR THE BEST PRICES ON QUALITY ALLOY SEATING!!

.....
Please complete and return
Quotation Accepted: Date _____
Delivery Address: _____
Contact Name: _____ Daytime Phone No: _____
Signature _____

www.shadex.com.au

Item 7.2.13 - Attachment 1 - Minor Capital Works Grant Program - Para Hills Bowling Club - Application and Quotes

FELTON INDUSTRIES PROPOSAL

Date 06-Aug-2019

Proposal No. **13107 - OPTION B**
 Organisation Names: PARA HILLS BOWLING CLUB
 Contact Name: DARYL BONNEY
 Contact Number: XXXXXXXXXX
 Email Address: XXXXXXXXXX
 Delivery Address: LOT 92, 390 BRIDGE ROAD PARA HILLS SA 5096

Dear Daryl,
 We are pleased to submit the following proposal for your consideration.
 To Supply and Deliver;

Qty	Code	Description	Colour	Unit Price
8	FELIETSP	Interactive Eco-Trend Sheltered Setting Seats up to 6 people including 2 wheelchairs Table Dimensions: 2020mm L x 765mm W x 834mm H Overall Dimensions: 2308mm L x 1925mm W x 2570mm H 'Colorbond' Roof provides Weather Protection Bolt Down Lugs for Maximum Stability and Safety Finish: All Planks Marine Grade Anodised Frames: Powder-coated - APO Grey Roof: 'Colorbond' - Ironstone		\$3,850.00
1	DELIVERY	Delivery Cost		\$2,850.00
			TOTAL COST	\$33,650.00 + 10% GST

This proposal is valid for 30 days & is subject to standard terms and conditions.

PROPOSAL 13107 ACCEPTANCE:

To order, please complete and return via Fax: 1800 05 91 58 or Email: trevor@felton.net.au

Full Name: _____ Position: _____
 Signature: _____ Date: _____

Kind regards,

TREVOR TREGENZA | SALES CONSULTANT
 E: trevor@felton.net.au | P:1800 22 00 55

A DIVISION OF FELTON INTERNATIONAL GROUP PTY LTD
 P: 1800 22 00 55 | F: 1800 05 91 58 | E: sales@felton.net.au | W: www.felton.net.au
 ABN: 17 130 687 240

ITEM	7.2.14
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	Minor Capital Works Grant Program - Riding for the Disabled Association SA Incorporated
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	The application from the Riding for Disabled Association SA Inc for the covered arena surface works has been received. An amount of \$50,000 is recommended for funding under the 2019/20 Minor Capital Works Grant Program budget.

RECOMMENDATION

1. The report be received.
2. In accordance with the delegated power 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. Riding for the Disabled Association SA Inc.: an amount of \$50,000 for the covered arena surface works at Globe Derby Equestrian Centre, noting that any additional costs are to be funding by Riding for the Disabled Association SA Inc. 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 - Riding for the Disabled Association SA - Application and Documentation

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:
 - are an incorporated not-for-profit community organisation;

- are physically located in the City of Salisbury;
 - provide sporting, recreation and leisure services to the City of Salisbury;
 - are significantly free of Council debt;
 - have not received MCWGP funding in the past 24 months;
 - have completed all relevant sections of the application form; and
 - 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 Riding for the Disabled Association SA applying for \$50,000 through the Minor Capital Works Grant Program for the installation of surface works for the covered arena at the Globe Derby Equestrian Centre.
- 1.6 Riding for the Disabled Association SA has not previously received MCWGP funding however has been a part of previous applications from the Head Lease holder, Northern Adelaide Regional Management Committee for the shared use Equestrian Centre at Globe Derby. The Riding for the Disabled Association SA have an executed sub-lease with the Northern Adelaide Regional Management Committee.
- 1.7 The Northern Adelaide Regional Management Committee has previously received funding for facility upgrades in 2014/15 (\$30,000), and 2012/13 (\$15,000).

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Community Planning and Vitality, Community Development
- 2.1.2 Property & Buildings, City Infrastructure
- 2.1.3 Projects, City Infrastructure
- 2.1.4 Field Services, City Infrastructure
- 2.1.5 Technical Services, City Infrastructure
- 2.1.6 Environmental Health and Safety, City Development

2.2 External

- 2.2.1 Riding for the Disabled Association SA Inc

3. REPORT

- 3.1 Riding for the Disabled Association SA, located at Globe Derby Equestrian Centre, Corner Whites Road and Ryans Road, Globe Derby Park, has a total membership of 47. The association has an executed sub-lease with the City of Salisbury for the use of the facility at the centre.
- 3.2 RDASA received \$196,000 from the Office for Recreation, Sport & Racing in 2017/18 through the Community Recreation and Sport Facilities Program to construct a covered riding arena to international standards at Globe Derby Equestrian Centre, Globe Derby Park. The remainder of project costs were funded by the club and other external providers.

- 3.3 Currently the all-weather covered arena is incomplete and is not useable as the surface is not suitable for riding activities. The requested surface works are required to complete the space and be usable for equestrian opportunities.
- 3.4 Sand arenas need to be levelled on a regular basis due to tracking by horses resulting in uneven surfaces. When surfaces are uneven, this increases the risk and difficulty for leaders and side walkers supporting participants with a disability.
- 3.5 Upgrading the surface of the arena would support the minimization of hazards and risks for volunteers and participants.
- 3.6 The proposed fibre mix and sand stabilizer will provide a riding surface that is softer, more stable, and cushions impacts which aims to reduce injuries to horses, volunteers, and participants at the facility.
- 3.7 The proposed surface works will also require little maintenance, which will reduce the ongoing operational costs and need for volunteers to complete this work on a regular basis. This means that volunteers may be able to utilise this time on other work within the club.
- 3.8 Other areas and venues used for riding are subject to weather conditions which can have significant impacts on the operation of the facility. Uncovered arenas can become too hard during dry weather or too slippery during wet weather. This may result in cancellations of activities and reduced opportunity to participate due to the risk to participants.
- 3.9 By completing the covered arena project, this will significantly reduce the impacts of weather on the usability of the facility, resulting in a more consistent and safe surface, reduced risk and cancellations, and increased opportunity to participate in sport and recreation.
- 3.10 The Association has indicated that fibre/sand mix surfaces are becoming the preferred riding surface within the equestrian community which has resulted in increased interest regarding hiring of the venue by locals and other equestrian clubs. By completing the surface works, this may increase demand of the facility and support Riding for the Disabled Association SA enhance opportunities for increased revenue which can be channeled back into sport and club development.
- 3.11 With the completion of the covered arena project, this will provide an alternative venue for undercover activities for Pony Club Association of SA Inc, Metro Zone Pony Club Inc, Western Districts Riding Club Inc.
- 3.12 By completing the surface works, this may support the expansion of activities offered at the venue, for example a surface with increased stabilization may support attracting other equestrian disciplines such as vaulting.
- 3.13 Riding for the Disabled Association SA Inc has applied for MCWGP funding for surface works at the covered arena at the Globe Derby Equestrian Centre.
- 3.14 The proposed scope of works include:
 - Increase height of covered arena floor level with clean fill, level fill, grade and compact
 - Spread recycled “wet mix” to provide a layer hard base
 - Spread special sub-angular shaped sand over area for riding surface

- Spread fibre mix over sand and harrow and roll
- 3.15 RDASA has provided the City of Salisbury with quotes for the works to be undertaken as part of this project ranging from \$51,298.50 to \$84,033.80. Applying the required 20% contingency to the requested funding amount requires the maximum grant allocation amount to be capped at \$50,000.
- 3.16 The Minor Capital Works Grant Program if approved can contribute a maximum of \$50,000 funding towards the project. Riding for the Disabled Association SA has agreed to cover any costs above the \$50,000 grant funding from either club contribution or from external funding programs.
- 3.17 It is anticipated that the project costs may be above the \$50,000 grant funding, and as assessment of financial capacity of the club to meet additional costs has been undertaken by staff. Based on the financial position of the organisation and value of the MCWGP grant, there is not expected to be an inability to meet its obligations or be in financial hardship as a result of undertaking this project.
- 3.18 A draft scope of works for the purposes of quotes has been prepared. Full scope will be prepared by Riding for the Disabled Association SA in collaboration with City Infrastructure if approval is given to receive the grant. Riding for the Disabled Association SA will require approval from City Infrastructure through a Major Club Initiated Works Form prior to work commencing.
- 3.19 Staff have sighted the full financial details of Riding for the Disabled Association SA however have removed details within the attachments to this report for confidentiality.
- 3.20 No budget has been allocated through the building renewal program to this facility.

4. CONCLUSION / PROPOSAL

- 4.1 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.
- 4.2 The application by Riding for the Disabled Association SA Inc for surface works for the covered arena meets the guidelines for the Minor Capital Works Grant Program and can be completed within the allocated budget. A 20% contingency has been applied to the grant amount requested to ensure the club will not be in financial hardship as a result of undertaking this project which takes the total grant amount to \$50,000.
- 4.3 Riding for the Disabled Association SA Inc will project manage the works and will work collaboratively with City of Salisbury staff to ensure the project is completed in a timely manner and to Council's standards. Riding for the Disabled Association SA Inc will require approval from City Infrastructure through a Major Club Initiated Works Form prior to work commencing.
- 4.4 It is recommended that the application to the 2019/20 Minor Capital Works Grant Program by the Riding for the Disabled Association SA Inc be approved and an amount of \$50,000 be allocated for surface works for the covered arena at the Globe Derby Equestrian Centre.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019



2019 Minor Capital Works Grants Program - Application Form

Before you begin

Before completing this application form you should read the Minor Capital Works Grant Program – Guidelines and Eligibility Criteria booklet.

Making a valid application

- Use the form provided or the online Application Form
- Make sure you include all attachments and essential documentation where requested.
- Putting together a strong application takes time and energy, so it is important that you read the guidelines carefully, complete this application in full, and ensure that all of the information to be submitted with your application is provided.
- Applicants are encouraged to contact the Community Planner: Sport & Recreation prior to submitting an application to determine suitability for funding.
- Have the Declaration section of the Application Form signed by two authorised representatives of the organisation; one signature must be the current President/Chairperson.
- Email, Post or personally deliver the completed application form with all of the essential supporting documentation to the City of Salisbury.

Address for submission of applications

Minor Capital Works Grant Program
City of Salisbury
PO Box 8
SALISBURY SA 5108
city@salisbury.sa.gov.au

Essential Contact Information

It is essential that all applicants confirm the eligibility of projects prior to commencing their application.

All applicants must contact the Community Planner: Sport & Recreation to assess the eligibility of projects.

Ph. 8406 8278 or Email sport@salisbury.sa.gov.au

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

Information to be submitted with your pre-screening application	
	Attached
Your most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	<input checked="" type="checkbox"/>
A copy of building works drawings or concept plans for the project	<input type="checkbox"/>
Where applicable supply evidence of cash support (e.g. recent bank statement)	<input checked="" type="checkbox"/>
Provide photos that clearly demonstrate why the works are needed	<input checked="" type="checkbox"/>
Provide a Certificate of Incorporation demonstrating not-for profit status	<input checked="" type="checkbox"/>
Provide a signed copy of committee minutes <u>endorsing the project</u> , <u>authorising an application</u> to the MCW Grants Program and documenting the <u>authorised project contact</u>	<input checked="" type="checkbox"/>
Where applicable provide letters of support for the project from each of the user groups	<input checked="" type="checkbox"/>
Where applicable provide a letter/email from the head lessee supporting the application	<input checked="" type="checkbox"/>

Information to be submitted after approval of pre-screening application	
3 (three) valid quotes for the project works for all components of proposed work from qualified individuals or businesses including 1 (one) quote from a Council preferred contractor	<input checked="" type="checkbox"/>
Complete project works drawings included with quotes	<input checked="" type="checkbox"/>

IMPORTANT

Incomplete applications will be considered non-compliant and ineligible for funding.

The applicant will be provided advice and requested to supply any outstanding documentation. Once all documentation has been received, the application will be processed and presented for assessment.

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

Organisation Information		
1. GROUP / ORGANISATION DETAILS		
Name of the organisation: <small>As it appears on the Certificate of Incorporation</small>	Riding for the Disabled Assoc SA Inc.	
ASIC Registration Number:	A3892	
ABN:	22 616 650 424	
Facility Name/Address:	Globe Derby Equestrian Centre	
Postal Address: <small>Registered postal address of the organisation</small>	[REDACTED]	
Suburb:	[REDACTED]	[REDACTED]
2. CONTACT PERSON DETAILS		
Person Responsible for the Grant: <small>(all communication will be directed to this person)</small>	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> Michael Sztekel	
Role / Position within Organisation:	President Riding for Disabled Assoc SA - Northern Area Centre	
Phone:	[REDACTED] [REDACTED]	
Email: <small>Please use an e-mail address that will be checked at least once a week.</small>	[REDACTED]	
3. ABOUT YOUR MEMBERSHIP		
	Junior	Senior / Master
Male	12	10
Female	10	15
Social	Number of Members	Number of Members
Total membership	47	

Funding Category		
4. FUNDING CATEGORY		
Category A – up to \$50,000 <small>Clubs that meet one of the following may apply for Category A funding:</small>	<input checked="" type="checkbox"/>	
<ul style="list-style-type: none"> • have a current lease or sub-lease of a Council owned building; or • licence or sub-license over Council owned land; or • have a current hire agreement to use Council managed facilities such as an indoor recreation centre or community centre; or • operate from facilities located on land where the City of Salisbury maintains an interest to purchase that land. 		
Category B – up to \$2,000 <small>Not-for-profit associations that own their own facilities that are used to deliver sport and recreation outcomes to the community may apply for Category B funding.</small>	<input type="checkbox"/>	
Have you sought, or intend to seek funds from another source for this project? <small>(If Yes – Where from and the amount of funding requested)</small>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Source/s: Enter Source	Amount/s: Enter Amount	

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

About the Project

5. PROJECT DETAILS

<p>Name of Project</p>	<p>Covered Arena surface works</p>
<p>What does your project involve? Describe what you are planning to do</p>	<ol style="list-style-type: none"> 1. Increase height of 36m x 70m covered arena floor level with 1200 tonne of clean fill to be provided by agreement by Lendlease. Level fill, grade and compact. 2. Spread 260 cubic metres of Hallet Resources recycled "wet mix" to provide 100mm layer hard base. 3. Spread 100mm depth special sub-angular shaped sand over 36m x 60m area for riding surface. 4. Spread fibre mix over sand and harrow in to top 50mm of sand and roll.
<p>Why is the project needed? Eg. Does the proposed works: - eliminate/reduce risk - increase safety of participants, spectators, officials - meet a required sport/building standard - address a gap in the current facility - increase participation opportunities - provide additional avenue for revenue (please include photographs)</p>	<p>To complete the covered arena project to provide an all weather venue for equestrian activities. The structure is currently not useable as the surface is not suitable for riding activities.</p> <p>Current sand arenas need to be levelled due to tracking by horses resulting in uneven surfaces that make it difficult for leaders and side walkers helping disabled clients. Most volunteers are retirees and find walking on uneven surfaces difficult.</p> <p>The fibre mix sand stabiliser will provide a riding surface that is softer and more stable and cushions impacts which reduces injuries to both horses and volunteers and requires little maintenance.</p> <p>There has been a lot of interest regarding hiring of the venue by locals and other equestrian clubs.</p>

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

<p>How will your project increase participation opportunities for sport and recreation?</p> <p>Eg. Does the proposed works:</p> <ul style="list-style-type: none"> - address a gap in participation - increase safety/reduce risk for participants, spectators, and officials - provide facilities to cater for participation growth - allow club to increase teams, programs, and/or officiating opportunities 	<p>The installation of a fibre/sand mix surface will provide a stable surface that will attract other equestrian disciplines such as vaulting.</p> <p>Current used riding areas are subject to weather conditions, a covered arena will reduce cancellations.</p> <p>Other arenas for hire are either too hard when dry or too slippery when wet.</p>									
<p>How will the project increase inclusive opportunities for diverse people in the community and how does the project address Universal Design Principles?</p> <p>Diversity includes but is not limited to cultural, age, ability, religion, gender, and socio-economic status.</p> <p>The Principles of Universal Design include:</p> <ul style="list-style-type: none"> • Equitable Use • Flexibility in Use • Simple and Intuitive to Use • Perceptible Information • Tolerance for Error • Low Physical Effort • Size and Space for Approach and Use <p>Further information can be found here: http://universaldesignaustralia.net.au/7-principles-of-universal-design/</p>	<p>Fibre/sand mix surfaces are becoming the preferred riding surface within the equestrian community. Costs are reducing due to increased demand.</p>									
<p>Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?</p> <p>Attach letters of support where applicable. Head Lease holders must provide support for the project and application.</p>	<table border="1"> <thead> <tr> <th data-bbox="635 1236 986 1294">Community Group</th> <th data-bbox="986 1236 1332 1294">How they will benefit</th> </tr> </thead> <tbody> <tr> <td data-bbox="635 1294 986 1429">Pony Club Assoc. of SA Inc</td> <td data-bbox="986 1294 1332 1429">Alternative venue for undercover activities</td> </tr> <tr> <td data-bbox="635 1429 986 1563">Metro Zone Pony Club Inc</td> <td data-bbox="986 1429 1332 1563">Alternative venue for undercover activities</td> </tr> <tr> <td data-bbox="635 1563 986 1695">Western Districts Riding Club inc</td> <td data-bbox="986 1563 1332 1695">Alternative venue for undercover activities</td> </tr> </tbody> </table>	Community Group	How they will benefit	Pony Club Assoc. of SA Inc	Alternative venue for undercover activities	Metro Zone Pony Club Inc	Alternative venue for undercover activities	Western Districts Riding Club inc	Alternative venue for undercover activities	
Community Group	How they will benefit									
Pony Club Assoc. of SA Inc	Alternative venue for undercover activities									
Metro Zone Pony Club Inc	Alternative venue for undercover activities									
Western Districts Riding Club inc	Alternative venue for undercover activities									

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

Budget Information

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

Item	Amount	Quote Used
<i>e.g. Perimeter fencing – 120m</i>	<i>\$10,000</i>	<i>Fence Easy</i>
Earthworks to build up height of floor, grade, level and compact each stage	\$ 16,500	Kennellwell Earthmoving
Supply of 260 cu metres Halletts "wet mix" to provide 10mm barrier between fill and sand/fibre surface.	\$ 8,085.00	Hallett Resources
Supply of 330 tonnes washed arena sand	\$ 11,616.00	Sloans Sands
Supply Flexi Fibre and install	\$ 15,097.50	Equestrian Services
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used
Enter Item	\$ Enter Amount	Enter Quote Used

a. Total Project Cost	\$ 51,298.50
b. Your Contribution	\$ 1,298.50
c. Other grants / funds secured	\$ 0
Total Grant Requested (= a – b – c)	\$ 50,000.00

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

Item 7.2.14 - Attachment 1 - Minor Capital Works Grant Program - Riding for the Disabled Association SA - Application and Documentation

Terms and Conditions of Funding

All applications are administered according to the following conditions.

1. MCWGP funding will be used expressly for the purpose outlined in the application and as endorsed by Council. Requests to change the purpose of funding must be made in writing and is at the discretion of the Council.
2. City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
3. City of Salisbury is not responsible for any loss or expense endured during project implementation or in relation to the completed project.

Category A Applications

4. All applicants must, at the time of application have a currently executed lease/licence or other use agreement with the City of Salisbury, or Council will have a contracted right to first right of refusal to purchase the property.
5. City of Salisbury will make all reasonable efforts to complete projects to the standards and requirements as documented by the applicant within the MCWGP.
6. The City of Salisbury will project manage the implementation of funded projects.
7. All works will be carried out by licensed trades' people appointed by the City of Salisbury within the allocated financial year.
8. Any costs incurred resulting from interference with contractors by applicants will be passed on to the applicant in full.
9. The City of Salisbury reserves the right to appoint and utilise contractors where a contractual obligation is in effect.
10. The timing of the works will be programmed in accordance with all other capital works projects of the City, and where possible in sympathy with the operating timeframes of the applicant.
11. Grant funds are paid directly to the appointed contractor by the City of Salisbury on satisfactory completion of the works.
12. Unspent funds may be retained by the City of Salisbury for future projects.
13. All reasonable efforts will be made by the City of Salisbury to complete the project within the allocated budget and timeframe.
14. Where the value of works exceeds the value of the grant, monies of the Club, additional grants or any other external funds are being used in conjunction with MCWGP funding, applicants may be required to enter in to a Capital Works Agreement prior to the commencement of works. Applicants will be invoiced for the balance of funds prior to the commencement of works.

Category B Applications

15. Applicants must be able to demonstrate, if requested, their ownership of the property.
16. It is strongly recommended that applicants seek independent legal and financial advice to determine all taxation obligations before submitting an application.
17. Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Tax Office to be registered for the GST.
18. Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant.
19. Organisations that are not registered for the GST will not have the grant grossed up.
20. If successful, organisations cannot have their Grant Agreement transferred to another body on the basis of GST registration.
21. A project acquittal must be submitted within twelve (12) months of project completion. Failure to supply proof of expenditure will result in ineligibility for future grant funding.
22. Unspent funds are to be returned to City of Salisbury.

We agree to abide by the terms and conditions of funding	Yes <input checked="" type="checkbox"/>
---	---

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

Application Declaration	
<p>Please note that this declaration must be signed by two authorised representatives of the organisation; one signature must be the current President/Chairperson</p>	
On behalf of <u>Riding for Disabled Assoc SA Inc</u> <small>(Group/Organisation)</small>	
<u>Louise Davies - President</u> <small>(Name & Position)</small>	<u>Justin Dent – State Manager</u> <small>(Name/Position)</small>
 <small>(Signature)</small>	 <small>(Signature)</small>
<u>10/10/2019</u> <small>(Date)</small>	<u>10/10/2019</u> <small>(Date)</small>
<p>Declare that I am authorised to complete this application on behalf of the applying community organisation and that the information contained in this application to the Salisbury Sport and Recreation Minor Capital Works 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.</p>	

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

Proposed Covered Arena surface earthworks



Carpark drainage direction



Floor 300mm lower than carpark

Covered arena surface works

Earthmoving quotes

Lui Perrotta		\$36,000.00	
Sem Group		\$35,100.00	
Kent Civil	Adjusted for labour only	\$38,870.00	
Kennewell Civil	Est 5 days work @ \$3k per day + GST	\$15,000.00	\$16,500.00

Fibre Mix

Capricorn	Supply only – Soiltex Multico	\$16,250.00 \$8,400.00	
Equestrian Services	Supply and install	\$15,097.50	\$15,097.50

Arena sand

Clinton Sands Quarries	330 tonne @ \$30.36 silica sand – mostly rounded Consulted with Equestrian Services to come up with washed sand mix that is angular in shape.	\$10,018.80	
Sloans Sands	A little coarser at 450 microns. 330 tonne @ \$35.20 tonne	\$10,560.00	\$11,616.00
Mt Compass Sands	\$49.50 per tonne – 330 tonne	\$16,335.00	

Bitumate

Resourceco	500 tonne @ \$26.73 (incl cartage).	\$13,365.00	
Hallett Resources	20mm rubble wet mix \$14.70 tonne 500 tonne \$16.17 incl GST	\$8,085.00	\$8,085.00
		Total	\$51,298.50



2 Melaleuca Drive Gawler East SA 5118
Mobile: 0418 815 333
Office: 08 8522 5195
Fax: 08 8523 1024
KennewellCivil@bigpond.com
ABN: 85 008 268 675
A Division of The Peachfield Development Group Pty Ltd

Mr Michael Sztekel
Cnr Whites Rd and Ryan Rd
Bolivar SA

17 June 2019

Dear Michael,

Re: Grading and compaction of fill in under cover arena as well as laying a 100 mm layer of Bitumate rubble.

Please find below our quote to level and compact approximately 1250 tonnes of clean fill (supplied by others) creating a 1% crown along the centre of the arena and then to lay, grade and compact a 100mm layer of Bitumate rubble (supplied by others) to the surface of the fill.

This quote covers:

1. Establishment to and from site for grader, loader, water truck and roller.
2. Design of arena levels giving 100mm higher than the existing ground levels at the north western end of the arena and a 1% crown on the centre line of the arena's length.
3. Cut, fill, grade and compact the imported 1250 tonnes of clean fill to create a sub-grade to new design levels ready for the placement a 100 mm layer of Bitumate quarry rubble.
4. Lay a 100mm layer of Bitumate rubble to the arena. Grade and compact to new design levels.
5. Grade out final layer of Silica sand.

Price for arena construction:	\$15,000
	Inc GST \$16,500

Work should take five days to complete.

Yours faithfully,

JEFF KENNEWELL
Managing Director

Please see over for our Terms and Conditions. To accept this quote and authorise the work please sign below and return a signed copy to this office.

Quote accepted for and on behalf of:

Organisation:

Signature:

Name: Date:

Earthmoving ♦ Civil Construction Contractors ♦ Machinery Hire

Kennewell Civil

2

Re :

Quotation/Tender Conditions, Terms and Qualifications

1. These terms, conditions and qualifications apply to all Quotations, Tenders and Estimates supplied by this Company and to any Extensions or Variations requested by the Client.
2. The above price covers only the work specified and priced in this Quote/Tender. Changes to the specifications, volume, type or timing of the work will be treated as variations and priced separately.
3. Variations that increase the volume of work may qualify for an extension of time.
4. No binding contract exists until the Client's order has been accepted by this Company, at which time the Client is bound to the full range of services and materials forming the contract.
5. Property in the materials does not pass to the Client until payment in full has been received for all goods and services invoiced under the contract.
6. The Client warrants that it is authorised to grant this Company a right to enter the site and recover any of the Company's materials and equipment and in the event of non-payment by the Client to exercise all of the Company's rights including the right to register a workman's lien over the site.
7. All materials and services will be at the Client's risk immediately upon delivery to the site.
8. This Company will not be liable in any way for any damage arising to any property situated in and adjacent to the place of any works the subject of the contract, including but without limiting the generality of the foregoing any underground and/or overhead services. Whilst all care will be taken not to damage any property and/or services, all such property and services and their location and repair, including cables, connections, pipes and equipment, remain at the risk of the Client.
9. This Company will not be liable for any costs or damage arising directly or indirectly from the non-delivery of materials and/or services or any other delay caused by any factor whatsoever.
10. Where a specification is, in the opinion of this Company, of inadequate design such as to render it not fit for its intended purpose we may suggest and price an alternative method of completing the job. If the suggestion is declined and the area later deteriorates due to inadequate design this company will not accept liability to repair or make good the work.
11. Payment Terms: Full payment is due at the completion of the job. A 30 Day Account may be approved upon completion of an account application form. OR for jobs continuing over more than 30 days progressive claims will be made for work completed at the end of each calendar month, payable within 30 days.
12. This price will hold good for a period of 30 Days and may be subject to review for works commenced after that date.

From: Jim Callander [mailto:jcallander@semgroup.com.au]
Sent: Friday, 12 July 2019 3:10 PM
To: Michael Sztekel
Cc: Dhayanand Manoharan
Subject: Quote for arena earthworks

Good afternoon Michael
Our quote for works described below is \$35,100 + gst = \$38,610
We have allowed

- For mobilisation and demobilisation
- Rip, moisture condition and compact the existing surface noting that it is variable in material type, moisture, etc
- Moisture condition, compact and trim the imported fill material
- Working undercroft
- Working against walls and in corners
- Compaction testing
- CITB levy

Thank you for the opportunity to quote
If we can be of more assistance, please do not hesitate to contact myself or Mano

Jim Callander | Senior Estimator | S.E.M Group of Companies
64-66 Barndioota Road, Salisbury Plain SA 5109, Australia
Phone: (08) 8258 2849 | 0448 310 943 | **Fax:** (08) 8258 6768
Email: jim@semgroup.com.au | **Website:** www.semgroup.com.au



AS/NZS 4801 (2001)
AS/NZS ISO (14001) 2004
AS/NZS ISO (9001) 2008
OHSAS 18001:2007

Please consider the environment before printing this email:
1 Ream of A4 paper = 6% of a tree and releases 5.4 kg of CO² in the atmosphere when it is created.
Making 3 sheets of A4 paper uses 1 Litre of water.

Ref.T - 3166

14th June 2019

Riding for the Disabled



Dear Sir

RE: Globe Derby Arena

Please find attached our price for the above project.

We enclose the following schedules:

- Tender Form
- Schedule of Dayworks Rates

Note that this submission and all details contained herein remain the property of Kent Civil, and the intellectual property is not to be circulated to other parties.

SCOPE OF WORKS

Supply of Clean fill - 1440tonnes
Spread, level and compact to required height
Supply of Bitumate – 665 tonnes
Spread, level and compact Bitumate
Spread, level sand

CLARIFICATIONS

- We assume all material will be deposited into the arena via Trucks or truck and trailers. No allowance to shift material from outside of the shed into the shed.
- Tonnages based on quantities given. If more is required we would treat this as a variation.
- We assume our loader/roller can fit in the shed.
- When spreading sand we will spread with the loader/skidsteer and once all in, use a shutter on a ute drive around the arena to level and fluff up the surface.
- Kent Civil reserves the right to review, negotiate and amend as required any Contract Conditions upon award of Contract.
- We have made no allowance for retention or security.
- We have made no allowance for Council / EPA approvals.
- This tender letter and submission forms the basis of our pricing structure and is a required component of any agreement between us. Without this inclusion we would have to review the impact and our pricing of any commercial agreement.
- Kent Civil insurances do not cover acts of neglect by the Principal and/or their agents.
- We have not allowed for alterations and/or support (both temporary and permanent) to any existing services, pits or associated infrastructure that may be encountered.
- We have made no allowance for construction costs, repair costs, service authority fees to services resulting directly from the **EXISTING AGE / CONDITION** of any service requiring repair / modification.
- We have made no allowance for any delays or disruptions to activities or programme caused by any Client appointed subcontractors or others.

Kent Civil Pty Ltd | Civil Engineering Contractors | ABN 46 619 267 058

15 McGowan Street, POORAKA SA 5095 | T: 08 8260 6313| E: contactus@kentcivil.com.au

- We have made no allowance for any groundwater and or collapsing ground or the result of such condition.
- We have made no allowance for the removal, handling or disposal of any contaminated materials or asbestos other than noted.
- We have made no allowance for the excavation of rock or concealed concrete structures, or for the removal of rock/concrete spoil.
- We have allowed for all works to be awarded as one contract (i.e. no separable portions).
- This tender is valid for 30 days from date of tender. Should this time frame expire the tender or components of the tender **may** need to be resubmitted.
- A 10% preliminary fee will be added to plant, labour, materials, services and sub-contracts for variations.
- In the event of any deletions from the Contract, Kent Civil will deduct a 10% administration fee from the overall value of any deleted items.
- All items and rates are exclusive of GST.

QUOTED PRICE:

Supply of Clean fill - 1440tonnes	\$13.80 per tonne	\$19,872.00 (Exc GST)
Spread, level and compact to required height		\$16,790.00 (Exc GST)
Supply of Bitumate – 665 tonnes	\$24.09	\$16,021.51 (Exc GST)
Spread, level and compact Bitumate		\$11,500.00 (Exc GST)
Spread, level sand		\$10,580.00 (Exc GST)

Additional works over and above the prescribed scope of works can be carried out at the following rates

SCHEDULE OF RATES

Project Manager	\$150.00 per hour
Foreman	\$83.00 per hour
Leading Hand	\$69.00 per hour
Labourer	\$57.00 per hour
Operator	\$58.50 per hour
Loader with operator	\$127.00 per hour
Bobcat with operator	\$109.00 per hour
Bobcat, truck and operator	\$132.00 per hour
4t Excavator with operator	\$111.00 per hour
11t Excavator with operator	\$126.00 per hour
4t Excavator, truck and operator	\$134.00 per hour
3t Roller (Exc Operator)	\$312.00 per day
7t Roller (Exc Operator)	\$424.00 per day
Tandem Tipper	\$106.50 per hour
Single Axle Tipper	\$97.50 per hour
Single Axle Watercart	\$98.50 per hour

Equipment specifically hired for variation purposes may be subject to a minimum charge and/or mobilisation / demobilisation charges. Charges TBA.

We trust the above is satisfactory for your requirements and assure you of our best service and attention at all times.

Yours faithfully

KENT CIVIL PTY LTD



LUKE VERRI
0406 112 683

Kent Civil Pty Ltd | Civil Engineering Contractors | ABN 46 619 267 058
15 McGowan Street, POORAKA SA 5095 | T: 08 8260 6313 | E: contactus@kentcivil.com.au

Frescare Pty. Ltd.

ABN 43 008 162 749

PERROTTA'S EARTHMOVING

Lui: 0418 835772

Carmine: 0406 111779

Lic: GL231720

email: Lper3006@bigpond.net.au

QUOTE

15th July 2019

Riding for Disable Assoc SA Inc – Northern Area Centre
c/- Michael Sztekel

Quote for Job at Cnr Whites/Ryans Rds, Globe Derby Park

Job to be done is:

Importing 1250 tons of clean fill that will be supplied from others.

Layer of 100mm profile Bitumen.

Then 60mm layer of Silica Sand.

Stage 1:

As there is such a large quantity of clean soil to be bought in & area isn't sufficient to dump all at one stage, it will need to be done in 4 stages roughly around 300 tons at a time so you can grade & roll each stage. Then we can do the Bitumen and Sand.

Our quote for above job is \$36,000-00 + GST

Regards,



Lui Perrotta

Thank you for the opportunity to quote the abovementioned job.
If you have any further queries, please do not hesitate to contact us.



140 Churchill Rd North Dry Creek SA 5095
ABN 42 114 534 753
PO Box 2528, Regency Park 5942

Production and Sales Centres

Kara Resources Pty Ltd (Kulpara Quarries)
McLaren Vale Quarries
Dry Creek Recycling (Hallett Resources Pty Ltd)

Travis Walsgott
Mobile: 0437 293 485
Email: travis.walsgott@hallettresources.com.au

QUOTE

To: Riding for Disabled Assoc SA Inc	From: Travis Walsgott
Attention: Michael Sztekel	Company: Hallett Resources Pty Ltd
Page: 1 of 1	Date: 9/8/2019

Project: Riding for Disabled Assoc SA Inc – Northern Area Centre

Hi Michael,

Please find attached pricing delivered in truck & trailer from Hallett Resources, Dry Creek.

Product	Delivered to Site (\$/t)
20mm Rubble Non Spec Wetmix	\$14.70/tn

Please note the above price does not include GST and is based on delivery in truck & trailer from Hallett Resources, Dry Creek. This quotation is valid for 60 days. Pricing is subject to Hallett Resources general terms and conditions of sale.

Should you require any further information I can be contacted on 0437 293 485.

Regards,



Travis Walsgott / Business Development Manager
travis.walsgott@hallettresources.com.au / 0437 293 485

Kulpara - McLaren Vale - Dry Creek - Blanchetown
www.hallettresources.com.au

Northern Area

From: Shannon Aplin <ShannonA@resourceco.com.au>
Sent: Thursday, 12 September 2019 1:25 PM
To: Northern Area
Subject: RE: Quote for supply of Bitumate

Hi Michael,

Here are the pricing for the Bitumate

Bitumate \$15.00/t Plus GST
Transport
Tandem \$9.30/t Plus GST
Truck & Trailer \$5.10/t Plus GST

I have done the transport separately so you will just need to add this to the Bitumate rate.

If you have any questions please call

Regards

SHANNON APLIN

SA Sales & Customer Service Manager

144-150 Wingfield Road North, Wingfield SA 5013

MOBILE: +61 437 221 663 OFFICE: +61 8 8406 0300

DIRECT: +61 8 8406 0300 FACSIMILE: +61 8 8406 0336

Looking for a recycling solution? 

Visit our [website](#) to find out more.



From: Northern Area
Sent: Friday, 9 August 2019 11:01 AM
To: enquiries@resourceco.com.au
Subject: Quote for supply of Bitumate

Hi

We are in the process of constructing a covered 70m x 36m horse riding arena. We are in the process of applying for a grant from Salisbury Council to complete the surfacing which includes a recycled rubble hard stand of 100mm in depth of your product "Bitumate" before we cover it with sand.

Could you please provide a quote for supply of 260 cu metres of "Bitumate" to our site on the corner of Whites/Ryans Roads, Globe Derby Park, SA 5110.

Looking forward to your response.

Kind Regards

1

Michael Sztekel
President
Riding for Disabled Assoc SA Inc – Northern Area Centre
[REDACTED]



SLOANSANDS

est.1965

Providing sand solutions for over 50 years

QUOTATION FOR THE SUPPLY OF CIVIL MATERIALS

QUOTE NUMBER: 2054 DATE: 27/08/2019 VALID TO: 30/11/2019

COMPANY: Riding for Disabled ATTENTION: Michael

PROJECT: Globe Derby

PRODUCT	ESTIMATED QUANTITIES	PRICE PER TONNE (ex. GST)	PRICE PER TONNE (incl. GST)
Washed fine sand	330T	\$32.00	\$35.20

****PLEASE SUPPLY QUOTE NUMBER WHEN ORDERING****

Prepared by:

Todd Bowden

Sales & Marketing

Email: sales@sloansands.com.au

Direct: tbowden@sloansands.com.au

Mobile: 0418 846 056

All deliveries quoted for truck and trailer loads

Extra rates apply for Tandem deliveries

Demurrage and on site delay further charges apply

Sloans Sands Pty Ltd Terms and Conditions Addition

Standard Terms and Conditions

Sloans Sands Pty Ltd Trading Terms for Credit Accounts are strictly (30) thirty days

32-34 GUM AVENUE DRY CREEK SOUTH AUSTRALIA 5094 | PO BOX 156 ENFIELD PLAZA SOUTH AUSTRALIA 5085
PH (08) 834 97199 | FAX (08) 8262 6282 | admin@sloansands.com.au | www.sloansands.com.au | ABN 29 007 678 328



1816 Melton South Rd
Port Clinton SA 5570

Quote # 490

Date: 9th October 2019

Customer: Riding for the Disabled Association SA

Att: Michael Sztekel

Email: [REDACTED]

Address: Cnr Whites & Ryans Rd Globe Derby Park

Item Code:	Description	Qty	Ex Bin \$/t	Cart \$/t	Total \$/t	\$/t Inc GST
AREN	Horse Arena Sand	270			\$ 27.60	\$ 30.36

Notes; Price quoted per tonne delivered in semi tippers, quote valid for 3 months from submission date.

Derek Moullae
Account Manager, Clinton Sands / Seelander Quarry
Derek@scquarries.com.au
Mobile; 0403 603789

Michael Sztekel

From: Manager <manager@mtcompasssand.com>
Sent: Friday, 20 September 2019 11:40 AM
To: Michael Sztekel
Subject: RE: Quote for silica sand

Hi Michael

Thanks for the opportunity to quote your new arena.

To Supply and Deliver to Globe Derby Park in Truck and Trailer:

400T Mt Compass White Washed Silica Sand: \$45.00 per tonne plus GST

If successful and once you have received your grant we would like to offer a discount of \$5.00 per tonne in support of the work you do. We have previously supported Victor Harbor RFDA and would be happy to show some support again. We would need a receipt for donation for tax purposes.

Please give me a call if you have any queries.

Regards

Mark

Mark Thwaites
Operations Manager
Mt Compass Sand & Loam
Sandmine Road Mt Compass SA 5210
08 8556 8228 / 0488 090 696



From: Michael Sztekel <mikanglor@bigpond.com>
Sent: Friday, 20 September 2019 10:54 AM
To: Manager <manager@mtcompasssand.com>
Subject: Quote for silica sand

Hi

We are building a 60m x 36m sand arena at our site located in Globe Derby Park. We need 250cu metres of white silica sand that will be mixed with a fibre mix to provide a stable surface.

Could you please provide a quote for supply and delivery as we are applying for a council grant.

Thanking you in advance.

Kind regards

Michael Sztekel
Riding for Disabled Assoc SA Inc – Northern Area Centre
[REDACTED]



EQUESTRIAN SERVICES

ALL WEATHER ARENAS – WORLD CLASS SURFACES

Quotation: 513-2019

Date 09 Oct 2019

Michael Sztekel
Globe Derby Equestrian Centre
Whites/Ryans Roads, Globe Derby Park
South Australia 5110

[REDACTED]
[REDACTED]

Dear Michael,

Flexi-Fibre – 35x60m Arena

Supply + Deliver Flexi Fibre in 9 Bales:

Flexi-Fibre 6300kg (3kg per sqm)

Total price incl. GST

\$12,837.00

Supply + Deliver + Install Flexi Fibre 9 Bales:

Flexi-Fibre 6300kg (3kg per sqm)

Total price incl. GST

\$15,097.50

We recommend a minimum sand depth of 75mm to 100mm sand before installation.

Payment Terms, Full payment prior to delivery or collection.

These prices include GST at current rate and remain fixed for 30 days. I hope this meets with your approval, should you require any further information please do not hesitate to contact me.

Yours Faithfully

Tim Hessel
Director

Mobile: 0475 917 605

E-mail: tim@equestrianservices.com.au Website: www.equestrianservices.com.au

Equestrian Services Pty Ltd - 744 Duckenfield Road, Millers Forest 2324 NSW
ABN 766 0207 3021

1



EQUESTRIAN SERVICES

Quality Without Compromise

Flexi-Fibres

Fibre provides root structure, similar to grass roots in turf, to existing or new sand-based riding surfaces. Fibre improves the surface stability, therefore the horse will work 'on top' of the surface rather than 'through' it.

Our Flexi Fibre is a mixture of polypropylene, polyester and nylon Fibres which are the base material to all of our surfaces worldwide and

similar to all other top surface suppliers. We have specifically designed our Flexi Fibre for Australian conditions and manufacture here in Australia, enabling us to produce at very competitive rates.



EQUESTRIAN SERVICES

Quality Without Compromise

Flexi-Fibres

The Fibre stabilises the sand and adds elasticity whilst also aiding in moisture retention allowing the horse to ride on the surface as opposed to in or through it.

We have many top riders who have changed from Soiltex to our Flexi-Fibre for example Heath and Rozzie Ryan & Viki Roycroft.



EQUESTRIAN SERVICES

Quality Without Compromise

Flexi-Fibres

- Improves stability of new or existing sand surfaces
- Greater consistency in varying weather conditions
 - Rides on top of surface
 - Aids moisture retention
 - Environmentally friendly
 - Cost effective

EQUESTRIAN SERVICES PTY LTD. 744 DUCKENFIELD ROAD, MILLERS FOREST, 2324 NSW.

Website www.equestrianservices.com.au Email tim@equestrianservices.com.au Mobile 0475 917 605

ABN 76 602 073 021 ACN 602 073 021

Globe Derby Equestrian Centre Inc.

PO Box 261
Ingle Farm SA 5098

10/10/2019

To whom it may concern,

Re Covered Arena Project.

The Globe Derby Equestrian centre Inc. is in support of the application by RDASA (Riding for Disabled South Australia) for a Minor Capital Works Grant, for the installation of a suitable surface for equestrian activities under the canopy that has been erected at the centre.

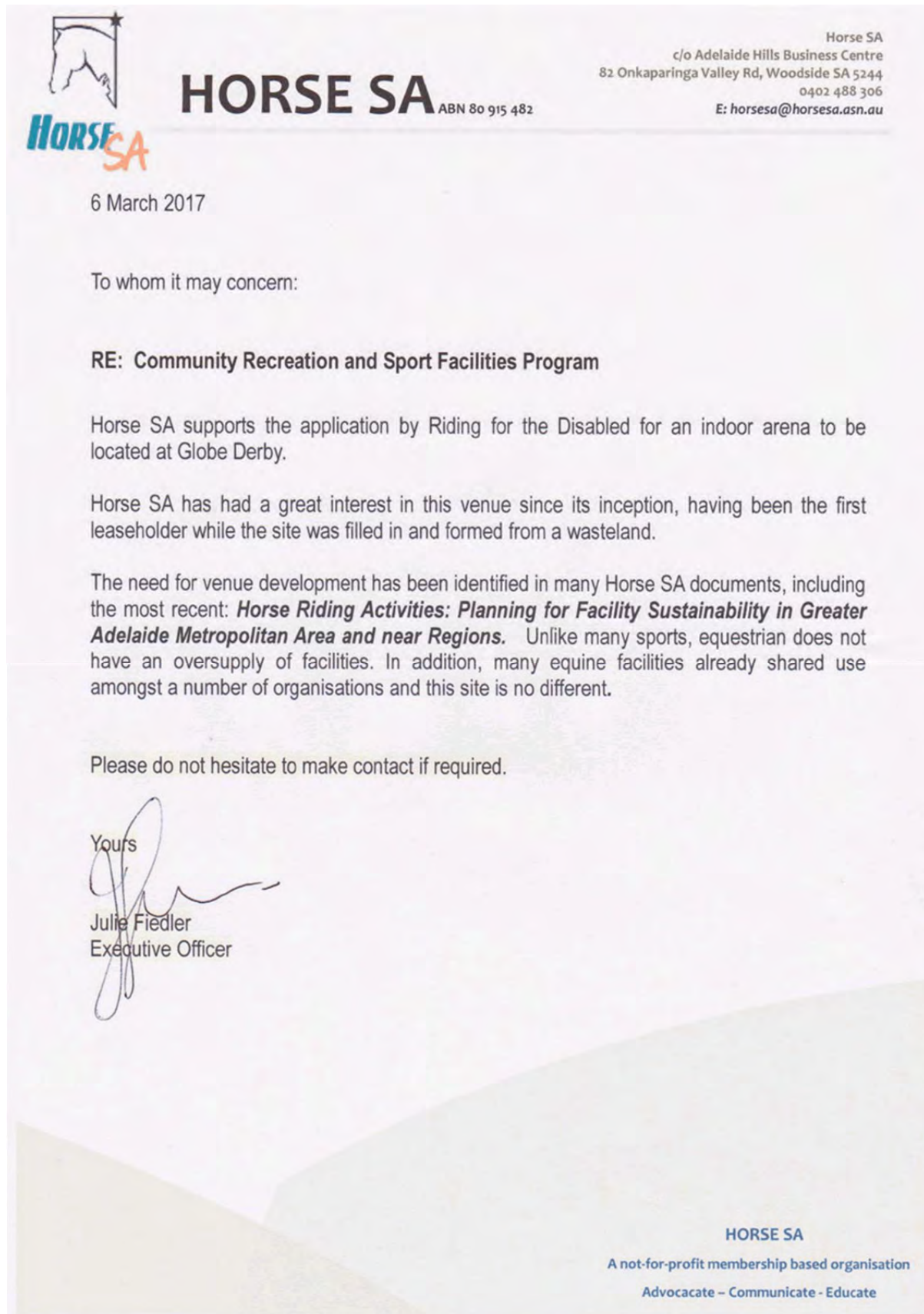
While the erection of the canopy is completed, the facility cannot be used until further earthworks are undertaken and the arena surface is installed. Additional funding is needed for this to occur. The Globe Derby Pony club, the Northern Area RDA and others in the community are eagerly waiting for this project to be completed so that riding can happen in an environment protected from the weather,

Yours sincerely,



Jillian Shelton, Secretary

GDEC Inc. (previously known as the
Northern Area Regional Management Committee - NARMC Inc.)



Metropolitan Zone Pony Club Inc.



Riding for Disabled
Globe Derby Equestrian Centre
GLOBE DERBY PARK

TO WHOM IT MAY CONCERN:

The Metropolitan Zone Pony Club Inc. supports the application for a grant to build an Indoor riding arena at the Centre. Metro Zone has 7 clubs affiliated and all use the Equestrian Centre at some stage during the year. Most activities are show jumping, dressage, Prince Phillip Mounted Games, rider training and Tetrathalon.

The ages of the riders range from Girls 5 to 17 = 25. Boys of same age = 6
Girls 17 to 21 = 12. Boys of same age = 0
Girls 21 and over = 30. Boys of same age 4

Volunteers for Metro Zone is about 125 members.

Yours,

Greg Bailey
Vice President
Metro Zone
3/4/17

Secretary
Lynn M Hamilton
101 Daniel Ave,
Globe Derby Park, SA 5110
0407 605 163
lmh63@outlook.com



Pony Club Association of South Australia Inc.

President: Mr. Greg Bailey



Riding for Disabled
Globe Derby Equestrian Centre
GLOBE DERBY PARK

132 Rose Terrace
WAYVILLE SA 5034
PHONE: 08-72251805
FAX: 08-72251648
EMAIL:
ponyclubsa@gmail.com
WEB:
www.ponyclubsa.n.au
ABN:15 288 078 234
PATRON: Caroline Schaefer

TO WHOM IT MAY CONCERN:

The application for an indoor arena is supported by Pony Club Association of SA Inc. as a benefit to the horse industry in the Northern Area.

Pony Club SA run numerous clinics in the Northern area catering for all of SA pony club instructor, Stewards, Officials and with guest presenters from interstate.

In the past, PCASA have, had to hire indoor arenas in Northern area, which are privately owned. This organisation would rather support local industry than private if able. I have attached a graph of the membership in Pony Club SA.

Yours in Pony Club,

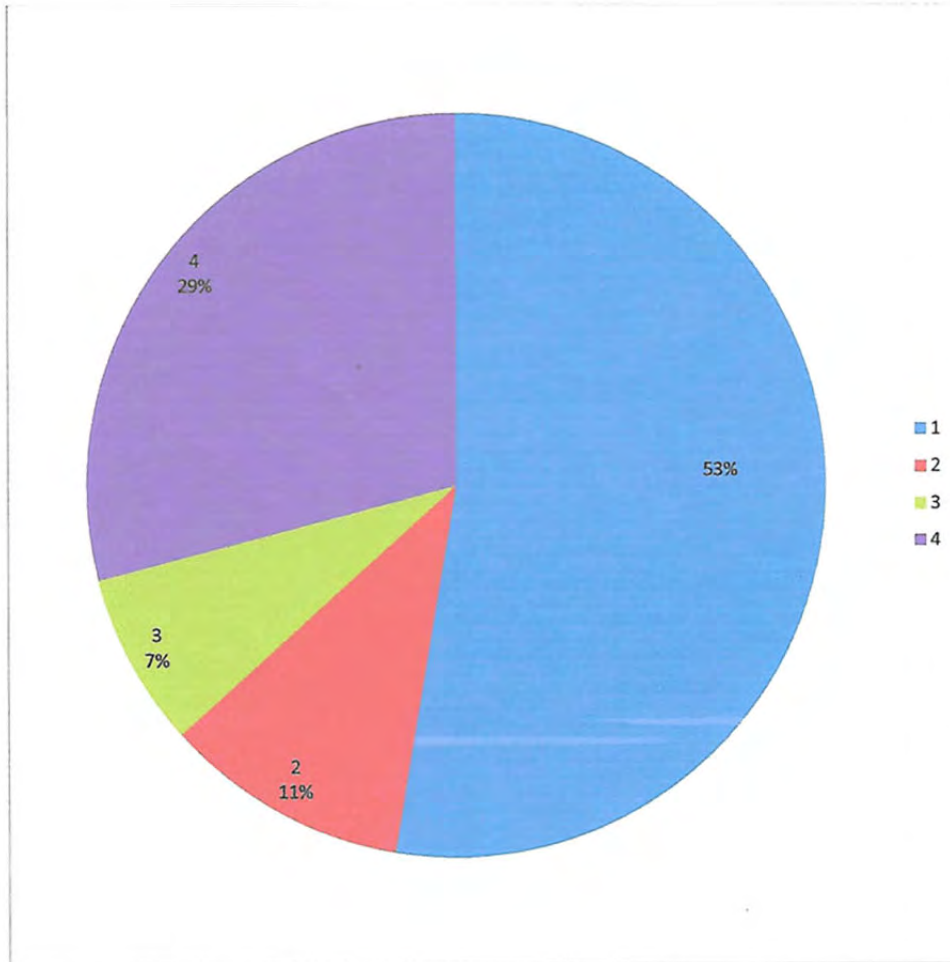
A handwritten signature in black ink, appearing to read "Greg Bailey".

Greg Bailey
President
PCASA
3/4/17



Government of South Australia
Office for Recreation and Sport

Percentage of Riders by Age range.



- 1 Under 17 years**
- 2 Under 21 years**
- 3 Under 26 years**
- 4 Over 26 years**

Western Districts Riding Club Inc

All correspondence to: -
486 Yatala Vale Rd
YATALA VALE SA 5126

5th May, 2017



NORTHERN AREA CENTRE – RIDING FOR DISABLED ASSOC. SA
ATTN Mr. Michael Sztekel

The committee and members of Western Districts Riding Club Inc. wish to endorse your application for a grant for a covered arena at the Globe Derby Equestrian Centre.

We believe that this would be of great benefit to the riders of RDA and the many other riders and associations that use the Globe Derby Equestrian Centre.

We wish you every success in your application and if we can be of any help, please do not hesitate to contact us at any time.

Kind regards
WESTERN DISTRICTS RIDING CLUB INC

A handwritten signature in black ink, appearing to read 'Bronwyn Garrick'.

Bronwyn Garrick
Treasurer

ITEM	7.2.15
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	11 November 2019
HEADING	Community Event Sponsorship Program
AUTHOR	Ann-Marie Arthur, Team Leader Place Curation & Cultural Development, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 3.4 Be a proud, accessible and welcoming community.
SUMMARY	To receive and review the request for addition funds for the 2019 Mawson Lakes Community Christmas Carols.

RECOMMENDATION

1. As the request for additional funding from the Mawson Lakes Lion Club is outside the funding guidelines, the request is referred to Council for consideration and determination.

ATTACHMENTS

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

1. Mawson Lakes Community Christmas Carols - Letter
2. Mawson Lakes Community Christmas Carols - Budget Update
3. Community Event Sponsorship Program - Guidelines and Eligibility
4. Applicant 3.2019 - Mawson Lakes Christmas Carols - Copy of Application

1. BACKGROUND**Community Event Sponsorship Program**

- 1.1 Events form an important part of the community, cultural and economic fabric of the City of Salisbury. They are designed to stimulate activity, provide interesting places for people to engage, and provide learning and healthy lifestyle opportunities. The City plan 2030 contains the following commitment that we will:
 - Provide experiences that make our places livelier and more interesting;
 - Encourage wellbeing through healthy lifestyles, sport, social and recreational opportunities;
 - Develop a community where peoples' culture, ideas and their capacity to achieve is supported and valued.

- 1.2 On 26 March 2018, Council endorsed making an additional \$60,000 available to the Sport Recreation and Grants Committee each year (from 1 July 2018) to allow support of:
- eight events up to \$5,000 per event (\$40,000)
 - two events up to \$10,000 per event (\$20,000)
- 1.3 It is envisaged to be successful in securing funding, the organisation conducting the event should demonstrate:
- maturity around risk and organisation management
 - significant community impact
 - attraction to the broader community (not limited to membership of an organisation)
 - the event will be hosted in the City of Salisbury
 - positive promotion of the City of Salisbury
- 1.4 The purpose of the Community Event Sponsorship Program (CESP) is to deliver outcomes in alignment with the Salisbury City Plan 2030. The program will assist in achieving the vision of “*A flourishing City with opportunity for all*”.
- 1.5 Furthermore, the CESP contributes to the critical action of “*Introduce a City-wide approach to resourcing of place management and activation to capitalise upon existing and future investment in our places and spaces*”.
- 1.6 The CESP aims to complement the City of Salisbury’s existing events calendar, whilst increasing the capacity of community organisations to deliver events thereby increasing participation and attendances.

Assessment Criteria

- 1.7 All eligible applications will be assessed against the following criteria:
- Completion of the application in full;
 - Demonstrated need for the event;
 - Stakeholder endorsement and support for the event;
 - Consideration of, and fit with, existing events calendar and events;
 - Demonstrated multiple community, organisation or association benefit;
 - Extent to which the project addresses strategic objectives and community needs;
 - Extent to which alternative, complementary sponsorship and funding sources have been explored or secured;
 - Adequate, comprehensive and value for money of event budget;
 - Extent to which the event meets the purpose of the CESP;
 - Alignment with the priorities of the CESP;
 - Risk management considerations;
 - Extent to which the organisation has the financial capacity to meet its financial obligations with the City of Salisbury (e.g. does the organisation have any bad debt with the City of Salisbury); and

- Number of other events that have been funded for the financial year (noting only eight events will be sponsored for an amount up to \$5,000 each financial year).
- 1.8 In addition to the above criteria, events seeking sponsorship over \$5,000 and up to \$10,000 will also be assessed against the following criteria:
- Demonstrated ability for the event to attract over 3,000 patrons;
 - Regional or state wide significance of the event;
 - Extent to which the event addresses City of Salisbury strategic objectives;
 - Long term sustainability of the event in the City of Salisbury;
 - Demonstrated ability for the event organisers to deliver an event of significant scale and size;
 - Profile of the event and ability to raise the profile of the City of Salisbury;
 - Number of other events that have been funded for the financial year (noting only two events will be sponsored for an amount between \$5,000 and \$10,000 each financial year).
- 1.9 Due diligence is also undertaken in relation to the financial and governance credibility of the applicant organisations in line with the Community Grants Program.

2. REPORT

2018 Mawson Lakes Community Christmas Carols

- 2.1 Planning for the 2019 Mawson Lakes Community Carols is based on the success of the 2018 event.
- 2.2 The 2018 event received funding of \$8,367 and included participation from a number of other organisations including; 10 food vendors, 7 solo artists, 3 dance groups (2 Indian and 1 Irish), an Army band, Santa, face painting from two organisations, SAPOL, SES, St John, Stalls from Rebel Ford, Calvary hospital, Mawson Lakes School, REAL Estate Agents Groups and Gilles Plains Lions Club plus a bouncy castle.
- 2.3 The Lions Club of Salisbury Inc. (formerly Lions Club of Gilles Plains - Mawson Lakes Lions Club Branch) estimated around 5,000 people attended the 2018 event.

2019 Mawson Lakes Community Christmas Carols

- 2.4 The Mawson Lakes Community Christmas Carols received funding in Round 3 of the Community Events Sponsorship Program, applying for \$9,975 in funding.
- 2.5 Their application demonstrated:
- maturity around risk and organisation management
 - significant community impact
 - attraction to the broader community (not limited to membership of an organisation)
 - the event will be hosted in the City of Salisbury
 - positive promotion of the City of Salisbury

- 2.6 The Lions Club of Salisbury Inc. have forwarded correspondence (refer Attachment 1 and 2) requesting additional funding for their 2019 Mawson Lakes Community Christmas Carols event, scheduled for Saturday 14th December.
- 2.7 The attached letter and budget details the need for an additional \$4,970 (\$14,945 in total) for this major event, to ensure it is held successfully.
- 2.8 The Mawson Lakes Community Christmas Carols is a major community event hosted by volunteers, offering City of Salisbury residents the opportunity to celebrate the festive season collectively.
- 2.9 The Guidelines and Eligibility outlined under Sponsorship Conditions (section 10, item 2) detail the City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
- 2.10 Detailed above, the funding assessment criteria demonstrate how this request does not meet the eligibility, as it exceeds the up to \$10,000 for one applicant/event.
- 2.11 The Lions Club of Salisbury Inc. budget (attached), details a budgeted contingency of \$3,000 for the 2019 Mawson Lakes Community Christmas Carols event. Should support be provided to the request, consideration could be given to whether the club can utilise this contingency to offset the required funds.
- 2.12 If endorsed by Council, any additional funds would be expended from the 2019-20 funds. The current remaining balance of the grant funding available for Round four (4) of the program is \$24,975, which will close 15 November 2019.
- 2.13 Budget impact regarding future funding rounds are:
 - 2.13.1 Funding the requested amount of \$4,970, remaining funds available for Round 4: \$20,005.
 - 2.13.2 Funding \$1,970, should the full \$3,000 contingency be applied by the club would provide remaining funds for Round 4: \$23,005.
- 2.14 Providing additional funding to the Lions Club of Salisbury Inc. may impact on future applications in the 2019-20 funding rounds, as it will replace one of the eight up to \$5,000 applications for the year. Noting, the eight applications have not been reached in previous funding years.

3. CONCLUSION / PROPOSAL

- 3.1 The CESP aims to complement the City of Salisbury's existing events calendar, whilst increasing the capacity of community organisations to deliver events thereby increasing participation and attendances.
- 3.2 All eligible applications are assessed against the Guidelines and Eligibility.
- 3.3 The Salisbury Lions Club Inc. has requested additional funding of \$4,970 for Grant No. 3/2019, an application which has already received \$9,975 for the Mawson Lakes Christmas Carols.
- 3.4 The Guidelines and Eligibility outlined under Sponsorship Conditions (section 10, item 2) details the City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
- 3.5 The Lions Club of Salisbury Inc. budget, demonstrates a budgeted contingency of \$3,000 for the 2019 Mawson Lakes Community Carols event, which may be used by the club to offset the request.

- 3.6 The Mawson Lakes Carols is a major community event hosted by volunteers, offering City of Salisbury residents the opportunity to celebrate the festive season collectively.
- 3.7 As the additional funding request falls outside the funding guidelines, it is recommended that the committee seeks Council consideration of the request.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 05/11/2019



Dear Mayor Aldridge, Deputy Mayor Woodman,
Sports & Recreation Committee Chair Duncan and Deputy Chair Buchanan,

Re: Mawson Lakes Community Christmas Carols 2019

I write as the President of the Lions Club of Salisbury for your assistance in keeping the Mawson Lakes Community Christmas Carols alive.

As you know, the event is the premier Christmas Carols in the City of Salisbury and important contributor to the multicultural fabric of our community for over 16 years. It is run and organised by the local Lions Club of Salisbury for the entire Salisbury community, formerly by the local churches until the size became overwhelming for them.

In 2018, with the financial support of the City of Salisbury, REAL Estate Mawson Lakes and other significant corporate sponsors – we delivered the largest FREE Community Christmas Carols in the Northern Suburbs of Adelaide attracting a significant turn out of over 5,000 members of the community from the City of Salisbury and from other neighbouring council areas including Gawler, Playford, Port Adelaide Enfield and beyond.

Unfortunately, most other “community events” are moving to a paid gate, we have made the decision as a board to go against this trend and continue to make the Carols a FREE public community event. Our aim was always to provide an accessible and affordable family friendly event that promotes Christmas to our local community and beyond. As such the event has remained a success and grown in popularity.

Unfortunately, although the organisation of the Carols is well under way, we have not yet secured the sufficient financial support to put on the event to the same level as in previous years. As such we are seeking an additional amount of financial support.

However, we have not lost hope and we are appealing to our community in particular - the City of Salisbury to help us keep this event alive in 2019 and in the future years. We appreciate any additional support of this important Salisbury community event.

Kind Regards,

Lauren Brewer

President

Lions Club of Salisbury Inc.

Income	
Type	Amount
Sponsorship	\$13,600
Grant Funding	\$9,750.00
Vendor Fees	\$2,000
TOTAL	\$25,350
Expenses	
Type	Amount
Sound and Light	\$6,600.00
Fireworks	\$4,500.00
Pavilion	\$3,539.50
Stage	\$3,080.00
Contingency	\$3,000.00
Security	\$2,090.00
Toilets	\$1,975.00
Main North Road Signage	\$1,199.00
Facebook Advertising	\$1,000.00
Mawson Lakes Living	\$579.00
Artist/Volunteers Catering	\$550.00
Flyers	\$550.00
Face Painting	\$500.00
Jumping Castle	\$500.00
First Aid	\$225.00
Room Hire	\$200.00
Safety Volunteers	\$150.00
APRA Licence	\$82.50
TOTAL	\$30,220.00
SHORTFALL	\$4,970.00



Community Event Sponsorship Program Guidelines and Eligibility



1. About the Program

The City of Salisbury, through its Community Event Sponsorship Program (CESP), aims to encourage, develop and support the organisation of community events within the City of Salisbury, including one-off celebrations that generate community participation.

The CESP aims to deliver outcomes in alignment with the Salisbury City Plan 2020. By applying for eligible projects you are helping Salisbury to achieve the vision of *“excellence in building a community of opportunity and spirit in a quality environment.”*

Applicants are invited from non-profit organisations that are planning to hold events within the City.

Sponsorship will be considered for costs directly incurred in the organisation of an event e.g. general revenue, infrastructure, publicity / advertising and security. Community groups may run more than one event per financial year; however the maximum sponsorship per event is \$10,000.

The guidelines contained within this document outline the types of projects that can be considered for sponsorship.

2. Before you begin

Before commencing your application please contact the Community Planner: Place Activation who will:

- Assess the eligibility of your event;
- Run through the event checklist / permit process with you;
- Assist in linking the event with potential Local, State and Federal Planning goals;
- Advise you of the CESP application process and timelines; and
- Advise you of potential community groups and businesses you may be able to link with.

Applications must be made using the **Community Event Sponsorship Program Application Form**.

You can download a CESP application form from Council's website at: http://www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/ or request a hard copy application form to be sent to you by telephoning 8406 8222.

Submit your completed application via:

Email: city@salisbury.sa.gov.au
 Fax: 8281 8222
 Post: Community Event Sponsorship Program
 City of Salisbury
 PO Box 8
 Salisbury SA 5108

If you require any assistance in completing your application, please call 8406 8222 and a City of Salisbury staff member would be happy to help you.

3. Who can apply?

The CESP is open to all community organisations that meet all of the following criteria:

- Are an incorporated not-for-profit community organisation and/or auspiced by an incorporated body;
- Are hosting the event within the City of Salisbury boundaries;
- Are you able to meet repayments for any existing Council debt;
- Have completed all relevant sections of the application form; and
- Have supplied all essential documentation.

Please note the number of applications received through the CESP is likely to exceed the funds available therefore meeting the criteria does not guarantee success.

If you are unsure of the eligibility of your project or which category to apply for, please contact the Community Planner: Place Activation on 8406 8222

4. Who can't apply?

The following are ineligible for CESP funding:

- Individuals or unincorporated groups;
- Groups / organisations that have previously received sponsorship or funding and not fulfilled reporting obligations, including provision of, post event evaluation/report and financial acquittal.

If you relate to any of the above, your event is ineligible for sponsorship.

The CESP will close to applications when the budget has been fully allocated and will not reopen until the adoption of budget in the new financial year. Council will provide advice on its website when all funds have been allocated.

In some instances successful applications may not receive the full amount of requested sponsorship, but a percentage of the amount sought. If your project can not proceed without full sponsorship then this should be indicated in your application.

5. Timing – Round 1

2 July 2018	Call for applications for the CESP
Mid-July 2018	Information session for potential CESP applicants
13 August 2018	Applications for the CESP close at 5pm
Mid-late August 2018	Information and reports prepared for Sport Recreation and Grants Committee
10 September 2018	Sport Recreation and Grants Committee meet to consider

6. What events can be funded?

The following list provides examples of eligibility associated with CESP funded events and is a guide only to assist in the preparation of your application.

Applicants are required to demonstrate that the event will:

- Add to the community and cultural life of the City of Salisbury;
- Demonstrate broad community support / involvement, with 90% of the target population residing in the City of Salisbury;
- Attract local media coverage;
- Be scheduled to avoid conflicts with local and state wide activities;
- Be held within the City of Salisbury.

7. What events cannot be funded?

The following list provides examples of ineligibility associated with CESP funded events and is a guide only to assist in the preparation of your application.

- Money is already spent;
- Retrospective sponsorship or funding of budget deficits;
- Salaries / Tutor fees (initial or on-going);
- Commercial activities aimed at making private profit;
- Events that are not open to the general public;
- Events that are not held within the City of Salisbury area.

8. Essential documentation

All applicants must provide the following supporting documentation:

- Most recent annual financial statement certified by the President / Treasurer or audited by a qualified accountant as presented at an AGM;
- Current certificate of currency for Public Liability Insurance to the value of \$10 million;
- A copy of Event Checklist (distributed with funding agreement);
- Evidence of cash support (where applicable);
- Letters of support for the event (where applicable);
- Letter or email from the head of the organisation supporting the application (where applicable);
- Certificate of incorporation demonstrating not-for-profit status;
- Signed copy of committee minutes endorsing the project, authorising an application to the CESP and documenting the authorised project contact.

IMPORTANT

Incomplete applications will be considered non-compliant and ineligible for sponsorship. You will receive written feedback requesting you to supply missing information. When complete the application will be submitted to the Sport, Recreation and Grants Committee for assessment.

It is not possible to approve all requests for sponsorship, therefore sponsorship should not be deemed automatic or anticipated.

9. Assessment Criteria**For events up to \$5,000**

All eligible applications will be assessed against the following criteria:

- Completion of the application in full;
- Demonstrated need for the event;
- Stakeholder endorsement and support for the event;
- Consideration of, and fit with, existing events calendar and events;
- Demonstrated multiple community, organisation or association benefit;
- Extent to which the project addresses strategic objectives and community needs;
- Extent to which alternative, complementary sponsorship and funding sources have been explored or secured;
- Adequate, comprehensive and value for money of event budget;
- Extent to which the event meets the purpose of the CESP (see section 1);
- Alignment with the priorities of the CESP (see section 7);
- Risk management considerations;
- Extent to which the organisation has the financial capacity to meet its financial obligations with the City of Salisbury (e.g. does the organisation have any bad debt with the City of Salisbury); and
- Number of other events that have been funded for the financial year (noting only eight events will be sponsored for an amount up to \$5,000 each financial year).

For events up to \$10,000

In addition to the above criteria, events seeking sponsorship over \$5,000 and up to \$10,000 will also be assessed against the following criteria:

- Demonstrated ability for the event to attract over 3,000 patrons;
- Regional or state wide significance of the event;
- Extent to which the event addresses City of Salisbury strategic objectives;
- Long term sustainability of the event in the City of Salisbury;
- Demonstrated ability for the event organisers to deliver an event of significant scale and size;
- Profile of the event and ability to raise the profile of the City of Salisbury;
- Number of other events that have been funded for the financial year (noting only two events will be sponsored for an amount between \$5,000 and \$10,000 each financial year).

10. Sponsorship Conditions

All applications are administered according to the following conditions.

1. CESP funding will be used expressly for the purpose outlined in the application and as endorsed by Council. Requests to change the purpose of sponsorship must be made in writing and is at the discretion of the Council.
2. City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
3. City of Salisbury is not responsible for any loss or expense endured during event planning and implementation or in relation to the completed event.
4. Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Tax Office to be registered for the GST.
5. Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant.
6. Organisations that are not registered for the GST will not have the grant grossed up.
7. If successful, organisations cannot have their Grant Agreement transferred to another body on the basis of GST registration.
8. A project acquittal must be submitted within twelve (12) months of project completion. Failure to supply proof of expenditure will result in ineligibility for future sponsorship and grant funding.
9. Unspent funds are to be returned to City of Salisbury.
10. The City of Salisbury will be recognised as a major sponsor of the event in all media, speeches, MC notes and programming (noting any use of logos must be approved by the City of Salisbury communications and customer relations team).

**Community Event Sponsorship Program
Round 3**

Applicant 3/2019

Lions Club of Gilles Plains – Mawson Lakes
Lions Club Branch

Mawson Lakes Christmas Carols

CESP, Round 3, Application no. 3/2019, Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch,
Mawson Lakes Christmas Carols

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

IMPORTANT

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

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

Community Event Sponsorship Program

Submission date: 17 May 2019, 4:44PM

Receipt number: 21

Related form version: 6

Question	Response
Application Form	
Name of the organisation:	Lions Club of Gilles Plains - Mawson Lakes Lions Club Branch
ABN:	33062740078
Facility Name/Address:	N/A
Postal Address:	C/- 40 Aragon Road
Suburb:	INGLE FARM SA 5098
Person Responsible for the Sponsorship:	Ms
Name	L. J. J. J.
Title/Office:	President
Phone	
Email	mawsonlakeslions@gmail.com
Age	
What percentage (%) of your target population reside in City of Salisbury?	80%
What events has your organisation held before?	Clean-up Australia Day 2019 Mawson Lakes Christmas Carols 2018 Mawson Lakes Business Breakfast – November 2018 Mawson Lakes Business Breakfast – October 2018 Mawson Lakes Business Breakfast - August 2018 Blanket Salisbury with Love 2018 Mawson Lakes Business Breakfast - June 2018 Mawson Lakes Business Breakfast – April 2018 Clean-up Australia Day 2018
Sponsorship category (please select one only):	up to \$10,000
Have you sought, or intend to seek funds from another source for this project?	Yes
Source/s:	Private businesses, schools
Amount/s:	7000

1 of 5

Name of event:	Mawson Lakes Christmas Carols
Date of Event:	14/12/2019
Location of Event:	Mobara Park, Mawson Lakes
Has this organisation held this event before?	Yes
If yes to the above, please provide dates of previous events:	7th December 2018
Brief description of your Event:	The Mawson Lakes Community Carols is the major annual event that brings the Mawson Lakes Community together to celebrate the joy of community, reflect on the year past and look forward to a bright year ahead. The event attracted a crowd of 5,000 people last year from across Mawson Lakes and the greater Salisbury area. The event received positive feedback and we are confident that it will be a success again in 2019. The Mawson Lakes Lions Club will again be organising the event with support from local businesses and the local community. We are engaging with local businesses, local schools and local artists to ensure the event is inclusive and meets the needs of the local community. The carols concert will also feature local artists, the army band, multicultural artists and kids entertainment with the night once again concluding with fireworks. It will be the biggest event in Mawson Lakes and one of the biggest one-day events in Salisbury again this year.
Why is the event needed?	The event is needed to build community capacity and provide a key seasonal event for the local Salisbury community and residents from surrounding areas. As a community organisation, the Mawson Lakes Lions Club is striving to build community resilience and real engagement between community members through our projects and events. We believe this event will provide community members with a chance to interact with each other, feel proud to be a City of Salisbury resident and enjoy a free community event. Over 44% of the households in Mawson Lakes are families with children which we believe will be a major target group for the event. The event will deliver exposure for local businesses, opportunities for local artists to perform and enhance their skills and provide a positive multicultural and diverse event to provide joy to the local community. The event will provide economic investment in the City of Salisbury with mostly local vendors and will build community confidence and a sense of place. The event will also provide a fantastic opportunity for the local lions' club to share the work of lions and enhance their event management skills.

2 of 5

How will your event increase participation opportunities for community and economic development?	The event will increase participation opportunities for the local community as it provides many opportunities for community involvement in this totally volunteer run event. Local residents will have opportunities to participate in the event as performers, food vendors and in the event management team. The performers will gain new skills, the vendors will benefit from increased economic activity and the event management team will enhance their skills. The Mawson Lakes Community Carols will contribute to the City of Salisbury achieving parts of three of the four pillars of the City Plan. The event will contribute to Salisbury being a prosperous city by providing opportunities for skill development and business growth that will contribute to a more skilled community and potentially more jobs. The event will demonstrate that Salisbury is a liveable city with council supporting events to build community capacity and resilience and work towards a more connected and happier community. The event will also show that Salisbury is a city with a positive attitude that understands the needs and expectations of the local community.
How will you promote and advertise the Event?	- A letterbox drop of every home and business in Mawson Lakes and potential for further advertising within the City of Salisbury with assistance from sponsorship. - Extensive Facebook and social media promotion - Posters in local businesses - Media releases to Community and Commercial radio in Salisbury and beyond, Messenger Newspapers and the Advertiser - Banners on Main North Road and Salisbury Highway - Advertising through council social media and publications, and media partnerships (in-kind) - Advertising through Lions publications (in-kind) - Advertising at local hotels, caravan and residential parks
Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?	We are currently in negotiations with the Mawson Lakes School about possible participation again this year. Last year students from the school performed at the carols and assisted with MCing on the night. The Mawson Lakes Lions Club Branch and its members will benefit through extensive promotion, an opportunity to enhance their event management skills and a potential to recruit more members. The club has grown significantly since the 2018 event, so the carols will provide an opportunity for our new members to gain new skills by participating in the running of the 2019 event. Some businesses will benefit through sponsoring the carols and others will benefit through sales of food or drink on the evening of the event. Last year the majority of the businesses we directly engaged for the event or who provided food or drink stalls for the event were either from Salisbury or Northern Adelaide.
Community Group / Business	Mawson Lakes Lions Club Branch
How they will benefit	Our club will benefit from providing our team with enhanced skills and through extra promotion. Many other organisations and business will also benefit but we are still engaging with other schools, businesses and community groups.
Attach letters of support where applicable	

3 of 5

<p>**Events seeking \$10,000** What is the regional or state-wide significance of this event?:</p>	<p>The Mawson Lakes Community carols will be regionally significant as they will likely again draw residents from across the Northern suburbs and Adelaide Plains. The carols will be promoted locally in the Adelaide Plains, Barossa, Playford, Port Adelaide Enfield, Salisbury and Tea Tree Gully council areas and across a wide area of Metropolitan and country SA through Lions. We believe the event will assist council with its tourism strategy. The event will showcase Mawson Lakes and the City of Salisbury as a destination to visit for the day enjoy the local shops and nearby attractions or as a base to explore the local area. The 2018 event attracted residents from across Northern Adelaide although the majority were from the City of Salisbury. The event will be advertised to hotel residents within Mawson Lakes and surrounding caravan parks. The carols will have participants from a diverse range of cultural backgrounds and so will draw families from Afghanistan, India, Vietnam and many more cultures to the event. In previous years there has been crowd of up to 5,000 people and we are confident that this will occur in 2019 and future years. The event will portray a very positive image of Salisbury and will likely be one of the major events in the City of Salisbury.</p>
<p>**Events seeking \$10,000** What is the long term vision and sustainability of the event in the City of Salisbury:</p>	<p>The Mawson Lakes Carols has been successfully run for 17 years. We expect that the event will once again be very successfully and receive support from sponsors, local residents and local businesses. The community expressed a desire following the first Lions organised event last year for a return this year. We are already receiving requests from the community for the date and more information about the carols. We have received over 30 expressions of interest from food and drink vendors looking to attend the event. We have retained a high number of quality artists from the 2018 event including an artist that has headlined the Darwin Carols and toured nationally. We will once again be engaging a majority of local businesses for the vent and local St John and State Emergency Service volunteers. The carols has a long term future. Our confidence is enhanced by the fact that many of the Mawson Lakes and surrounding communities identify as Christian and are likely to attend, although Christmas is a Christian holiday, it has been celebrated by multiple faiths and those without a religious background for many years so we expect an interfaith crowd. The event will be very inclusive with acts from different religions, cultural backgrounds and beliefs. The event will have a significant reach into multicultural communities and groups. We additionally have a significant online following already with more than 1,200 Facebook followers and we hope to grow this event into the future.</p>
<p>Please upload your budget spreadsheet from the template provided.</p>	<p>Event Budget Carols 2019.xlsx</p>
<p>Please upload any additional documents that you want to include.</p>	
<p>Position:</p>	<p>President</p>

4 of 5

9. APPLICATION DECLARATION	Name of signatory: Lauren Brewer Link to signature
We agree to abide by the terms and conditions of sponsorship	Yes
On behalf of (Group/Organisation)	Mawson Lakes Lions Club Branch
Name:	Lauren Brewer
Date:	17/05/2019
	Community Event Sponsorship Program

5 of 5



YOUR EVENT BUDGET

OUTLINE THE COST OF YOUR EVENT – ALL AMOUNTS ARE TO BE GST INCLUSIVE	AMOUNT	QUOTE USED
Item		
<i>e.g. Marquee / Furniture Hire</i>	\$ -	<i>e.g. Rotary/Atlas Hire</i>
Sound and Light	\$ 6,600.00	20 Sound Hire and Production
Fireworks	\$ 4,500.00	Fireworks Professionals
Pavilion	\$ 3,539.50	Atlas Hire
Stage	\$ 3,080.00	Global Dance and Stage
Contingency	\$ 3,000.00	
Security	\$ 2,090.00	Titanium Security
Toilets	\$ 1,975.00	Bianco Hire
Jumping Castle	\$ 930.00	Jump Easy
Room Hire	\$ 610.00	Denison Centre
Power and Cabling	\$ 600.00	Kennards Hire
Main North Road Signage	\$ 588.50	Haynes Signs
Catering - Artist/Volunteers	\$ 500.00	SubWay/Food Vendors/Woolworths
Advertertising - Flyers	\$ 429.00	TBC
Advertising - Facebook	\$ 400.00	Facebook
First Aid	\$ 225.00	St John
Volunteer Support Donation	\$ 150.00	SES
APRA Licence	\$ 82.50	APRA
a. Total event cost	\$ 29,299.50	
b. Your contribution	Inkind	
c. Other funds used	\$ 19,324.50	
TOTAL SPONSORSHIP REQUESTED	\$ 9,975.00	

Treasurer's Report 2018

My first year as Treasurer has had some interesting moments and a great learning experience, I have decided not to present a "page report" each work meeting but just to give you a brief verbal report of where we stand, this is no reflection on former treasurers, if any one wishes to look at the monthly report I have a copy with me for Lions to look over, if you wish to go back to what we had before I have no problems with that either

Over all our club has done well in our fund raising with the limited opportunities we have and the availability of our own members to attend.

Administration	\$4348.62
Activities	\$4204.49



Name	Type	BSE	Number	Current balance	Available balance
LOUIS CLUB OF GALLIES PLUS INC LAKES CLUB SPARK-	Cheque	105-183	151.0713.275.449	\$104.81	\$584.81
LOUIS CLUB OF GALLIES PLUS INC MAWSON LAKES CL.	Cheque	105-183	181.0072.375.149	\$1,720.42	\$1,720.42
LOUIS CLUB OF GALLIES PLUS INC MAWSON LAKES CL.	Cheque	105-186	151.0072.375.949	\$2,307.81	\$2,307.81
Totals for this page					
				Current balance \$4,495.04	
				Available balance \$4,893.04	

Item 7.2.15 - Attachment 4 - Applicant 3.2019 - Mawson Lakes Christmas Carols - Copy of Application

Event and Emergency Plan

Mawson Lakes Christmas Carols

14th December 2019

**Mobara Park, Garden
Terrace, Mawson
Lakes**

1. Event Description and Purpose

The Mawson Lakes Christmas Carols is an annual community event held at Mobara Park in Mawson Lakes. It attracts 5,000 residents from across the North. The event includes a number of local and national performers and culminates in a firework display.

2. Event Control and Command

Event Manager	Alex Coates
Stage Manager	Lauren Brewer/Beau Brug
Vendor Manager	James Rendon
Master of Ceremonies	David Stockbridge
Volunteer Managers	Kaye Grocke Naomi Stansbury

The event team will be available all day via phone and on site from 2pm.

3. Security

The event will be monitored by 3 security guards from Titanium Security; security will be on site from 5pm to 10pm and report to the event manager.

One guard will be stationed near the stage area and the remaining guards will patrol the event.

For any security matters please contact either the guards direct or the event manager.

4. Waste Management

Bins will be available around the oval. The Council bins will be emptied prior to the event.

5. Amenities

Toilets are located on the southern side of the Denison Centre for volunteer/staff and performer use only.

Public toilets are available at the Volleyball courts and on the Tennis courts. All have male and female toilets.

Volunteers are to check condition of amenities every 30 minutes from 5pm.

Spare toilet paper and cleaning materials for spills will be located in the Denison Centre. A sharps disposal unit can be located in the volleyball toilets.

6. Car parking & Signage

There will be no community event or carpark signage as this has been deemed unnecessary by council traffic staff.

The parking area near the Volley ball courts (approx 30 bays) on Mawson Lakes Boulevard is the preferred parking area for event volunteers.

The parking area located in Denison Centre car park off Garden Terrace will be available for carols committee members/command and control team and performers. This carpark will also have parking for 3 security staff, 2 St John volunteers and media if required. This carpark will be secured by a barrier gate and will be staffed by volunteers from 4pm.

Emergency access will be via this carpark while ambulance access will be at the western side of the Denison Centre.

General public parking is available at the car park in University Parade and Light Common and adjacent streets, the university grounds also have ample parking.

7. First Aid Incident

During the set up and pack down each contractors/suppliers will be responsible for their own first aid requirements.

During the event St John Ambulance volunteers will be on site and will assist with all first aid and medical requirements.

8. Lost Children

The event of lost children, they can be sent to the St John Ambulance area, SA Police or security. If their parent cannot be found the Master of Ceremonies will make an announcement on the stage at the next possible opportunity. Full details should be provided to Alex Coates or Lauren Brewer to enable this to occur.

9. Media

All media enquiries are to initially be directed to Lauren Brewer.

10. Fireworks

The fireworks contractor will manage all aspects of the fireworks display including all permits and alerting fire services.

The event will provide six volunteers to staff an exclusion area.

11. Insurance

All contractors, suppliers and stall holders must hold their own public liability insurance.

12. Event Cancellation Policy

The alteration or cancellation of the event for any reason, a decision will be made on site by 12:00pm on the day of the event. Every effort will be made to contact all contractors, volunteers, stall holders and performers.

The Event Manager may decide to cancel the event if extreme weather conditions prevail, these include:

- High temperature forecast exceeding 38 C.
- High winds forecast over 30 kph or occurring during the event.
- Rain forecast or occurring during the event and likely to cause hazards.
- Extreme soggy ground.
- Electrical storms.

Procedures in the event of alterations/cancellation of the event the following needs to be done in a timely manner, as directed by the Event Manager or delegated to staff/volunteers to-

1. Contact the contracted service providers.
2. Contact stallholders and performers not to come to the event.
3. Erect signage around event site.

13. Service failures

For Electrical & Plumbing failures and concerns contact the event manager who will advise of the appropriate action.

In the event of electrical failure the event manager will use a megaphone and announcements will be made from the stage.

If failure is unresolved Event Manager will decide if event is to be cancelled or scaled back.

14. Emergency Response Plan

The purpose of this procedure is to familiarise key personnel, on the principal of the management of an incident should such a need eventuate. For convenience we will nominate these key people as "Wardens".

Alex Coates
Lauren Brewer
Beau Brug

Whilst fire is the principal reason for the implementation of an EMERGENCY PROCEDURE other situations may arise which would necessitate the total or part evacuation of the Denison Centre or Mobarra Park, those being, civil disturbance, bomb threats or collapse of a structure etc.

The procedures are based on an Emergency Management necessitated by fire, however, they will also apply to any other emergency. It is of vital importance that all your staff and volunteers are familiar with these procedures.

Facts you should know:

- The name of the nominated persons to contact.
- Familiarise yourself with the layout of the facility and the best means of emergency evacuation.
- Know where the fire extinguishers are situated.
- Know where all exits are in your area.

- Recognise the most appropriate assembly area to enable you to direct persons to safety.

Evacuation

Warden will instruct carols participants by Stage PA or megaphone, to turn off any electric and gas appliances and move to the middle of the park area until the emergency has cleared. Wardens will contact emergency services.

Fire Extinguishers

Fire Extinguishers are located in the Denison Centre, one in the corridor by the toilets, and one the kitchen.

Exits

- The Denison Centre has exit doors at the front door (west) and south door and north door.
- Vehicle exit for emergency is via the footpath located to the west of the Denison Centre

Emergency Telephone Numbers

The Event Manager will contact Police, Fire, or Ambulance
Phone: 000 with the exact location of the event. Mawson Lakes Christmas carols is located at Mobara Park, Garden Tce, Mawson Lakes.

Police Assistance Line 131 444
Sergeant Jodi-Lee Black **T** 08 8207 9356 **M** 0407 542 848
E jodi-lee.black@police.sa.gov.au

13. Incident Types and Action

Action Procedure Number 1 – Fire

If you discover a fire in your area:

1. Alert other occupants.
2. If possible, attend to the injured person/s who maybe in immediate danger.
3. Alert the Warden.
4. If you are familiar with the limits of the type of extinguisher available in your area, attempt to extinguish the fire, but do not place yourself or other persons at risk in doing so.
5. If you cannot extinguish the fire, leave the building by the nearest fire exit.
6. The nominated Warden should control the evacuation. All present should obey the Warden's instructions.
7. If a warden is not present evacuate via the safest exit.
8. Persons should evacuate via the safest exit.
9. A Warden should endeavour to ensure the building is totally evacuated.
10. If fire cannot be contained, emergency services should be contacted.

Action Procedures Number 2 – Bomb Threat

Emergency Procedures If you receive a Bomb Threat:

1. If it is by telephone, do not hang up.
2. Try to find out as much as you can about the threat.
3. Notify your Warden of exactly what was said.
4. Do not create panic by telling others.
5. Make notes on the call you took.
6. Your Warden will take any further action that is required.

If a suspicious package is found:

1. Do not touch it – clear the area.
2. Advise your Warden immediately but do not create panic by telling other persons.
3. Prevent other persons from going into the area near the package.
4. Your Warden will advise you of any further action you should take.
5. If your Warden is unavailable advise SA Police Staff at the event.

The Warden should:

1. Quietly clear the area.
2. Take note of anything unusual – parcel or other objects.
3. Obtain details of the call for Police.
4. Ensure people are kept clear of the area.
5. If necessary, warn immediate neighbouring Wardens.

Action Procedure Number 3 – Medical

When advised of an accident or illness which may require emergency services the following steps must be taken-

1. Obtain the following information-
2. Location of the accident / injured person / and contact St John personnel or First Aid in attendance.
3. Nature of the accident / injuries sustained / persons involved.
4. Whether an ambulance / emergency services are required to attend.
5. Provide initial care for the patient within the limits of your skill.
6. Notify Event Manager who will address incident reporting.

DRAFT



JUA Underwriting Agency Pty Limited

ACN: 004 566 465
ABN: 70 004 566 465
AFSL: 235411

P O Box 6003, KINCUMBER NSW 2251

Telephone: /
Mobile:

E-mail: insurance@lions.org.au

Web: www.lionsclubs.org.au/insurance

LIONS CLUB OF GILLES PLAINS INC

Inc MAWSON LAKES LIONS CLUB BRANCH

20 August 2018

CERTIFICATE OF CURRENCY
TO WHOM IT MAY CONCERN

This is to confirm that cover has been arranged as set out below and the Insurance is current to the date detailed.

INSURED: MULTIPLE DISTRICT 201 COUNCIL of LIONS CLUBS INTERNATIONAL Inc. on behalf of ALL LIONS CLUBS, LIONESSE CLUBS and LEO CLUBS in AUSTRALIA, PAPUA NEW GUINEA and NORFOLK ISLAND. (This includes bona fide Voluntary Workers of the Club.)

INSURER: Lloyds of London

CLASS: LEGAL LIABILITY to the GENERAL PUBLIC.

SITUATION: ANYWHERE in AUSTRALIA, PAPUA NEW GUINEA & NORFOLK ISLAND.

SUM INSURED: \$AUD 19,000,000 in EXCESS of \$AUD 1,000,000 provided under Policy # 01CL440469 issued by Chubb Insurance Australia Limited, Melbourne.

POLICY No.: 110962703

DUE DATE: 4:00 pm on 1st SEPTEMBER, 2019

This Certificate is issued as a matter of information only and does not amend, extend or alter the coverage afforded by the Policy. This Certificate is also issued subject to the terms, conditions, exclusions and endorsements of the Policy.

With Kind Regards

Garry Galvin

Garry Galvin
Authorised Representative - AFSL 001239538
Lions Australia Insurance Programme Consultant.

LIONS CLUB OF GILLES
PLAINS INC
Inc MAWSON LAKES
LIONS CLUB BRANCH

Chubb Insurance Australia Limited,
Level 12, 720 Bourke Street
Melbourne, VIC, 3000
AustraliaABN: 23 001 642 020
AFSL: 239687

O +61 3 9242 5111
F +61 3 9642 0909
www.chubb.com/au

17 August 2018

CHUBB

Certificate of Currency

Public and Products Liability

To Whom It May Concern

Policy Number:	01CL440469
Insured:	The International Association of Lions Clubs
Issuing Office:	Melbourne
Class:	Public and Products Liability
Policy Period:	From: 01 September 2018 at 4.00pm local standard time To: 01 September 2019 at 4.00pm standard time, subject to annual renewal
Cover:	Subject to the terms, exclusions, definitions, conditions and limitations of this Policy Chubb shall indemnify the Insured for all sums which the Insured shall be legally liable to pay compensation in respect of Personal Injury, or Property Damage, occurring within the Policy Territory during the Policy Period as a result of an Occurrence happening in connection with the business of the Insured
Limit of Liability:	AUD 1,000,000 Any One Occurrence and AUD 1,000,000 in the Aggregate
Participation:	Chubb Insurance – 100%

This is a Policy summary only. Full details of this Insurance appear on the Policy Document.



Signed for and on behalf of Chubb Insurance
Australia Limited.

Authorised Officer
Chubb Insurance Australia Limited.
ABN 23 001 642 020

Chubb Certificate of Currency – Public and Products Liability, Australia. 11/2016. © 2016 Chubb Insurance Australia Limited. Chubb®, its logos, and Chubb. Insured.™ are protected trademarks of Chubb.

1



**Mawson Lakes Lions Branch Club
Meeting Minutes**

Relish on Main
Saturday, 4/5/19, 10:00 am

9:45 am	Members arrived to order food/coffee, ready for meeting at Relish Attendees: Beau, Alex, Ajay, Haydn, Thomas, Lauren, Lovai, Arwa, Kaye, Damien, Adel, Claus, Kuldeep, Erin, Amruta Apologies: - Guests: Alicia Shotton, Pat	ALL
10:00 am	Meeting Opened	Beau
	<ul style="list-style-type: none"> • Induction of new member Amruta Sawant, sponsored by Ajay and inducted by Lauren • Motion: That Mawson Lakes Lions Club Branch authorise Treasurer Alex Coates, to apply for the upcoming City of Salisbury Community Event Sponsorship program funding of \$10,000 for the Mawson Lakes Christmas Carols Motion moved: Alex Motion seconded: Claus PASSED! 	

I confirm the above was passed

Lauren Brewer
President



Playford Electorate Office
Unit 1, 3 Wilkinson Road
PARA HILLS SA 5096
Phone (08) 8263 3777
Email playford@parliament.sa.gov.au

Dear whom it may concern,

RE: Mawson Lakes Community Christmas Carols Grant Funding

I write in support of the Mawson Lakes Lions Club's funding application with the City of Salisbury's Community Grants Program.

Last year's Christmas Carols proved to be one of the most successful events in Mawson Lakes; attracting an audience of over 5,000 local residents of diverse cultures within the City of Salisbury.

The funds from the grants program will be used for to assist the Lions Club to deliver the Mawson Lakes Christmas Carols for 2019.

I understand that this event is of significant time and investment, and with that the Lions Club require some financial assistance to maintain this event. With the assistance of grant funding this event can continue to be an integral component of the local culture and community.

I believe that this event is very worthy of funding support and I thank you in advance for your consideration.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M. Brown'.

Michael Brown MP
Member for Playford



Tony Zappia MP
Federal Member For Makin



Ref: PLS

22 May 2019

To: City Of Salisbury
Community Grants Program
From: Lions Club of Mawson Lakes

Letter of Support

Re: Mawson Lakes Community Christmas Carols

I write in support of the Mawson Lakes Lions Club application for a grant from the Community Grants Program to assist with the staging of the 2019 Mawson Lakes Christmas Carols in Mobara Park.

The Christmas Carols have become the single most successful community event in Mawson Lakes – attracting over 5,000 people and stall holders of all national backgrounds on the evening.

The Carols event was highly successful in 2018 and has brought the community together by cultivating a strong sense of community ownership, identity and pride in the event.

The event features entertainment and an opportunity for local residents to participate in celebrating and supporting what has now become a local community tradition.

The Lions Club of Mawson Lakes is again willing to undertake the leadership role in organising the Christmas Carols but will need financial assistance to do so.

I believe the event is very worthy of funding support and I commend the Lions Club grant application to you.

Yours sincerely

Tony Zappia MP
Federal Member for Makin
Shadow Assistant Minister for Medicare

HOUSE OF REPRESENTATIVES

PARLIAMENT OF AUSTRALIA

Lions Club of Gilles Plains Inc

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

Web address: - www.gillesplains.sa.lions.org.au
Club Email address: gillesplainslionsclub@gmail.com



President Ted Osborn Ph 08 8368 1826 (H) Mob 0403 065 357	Secretary John McIntosh Ph 08 8397 1208 Mob 0409 623 708	Treasurer Peter McKinnon Ph 08 8261 0347 Mob 0409 070 340
---	--	---

To whom it may concern

At the meeting of the above club on 7th May 2019 the following motion was put and carried

That the Lions Club of Gilles Plains Inc endorses the application by the Mawson Lakes Lions Club Branch authorizing Branch Treasurer Alex Coates, to apply for the upcoming City of Salisbury Community Grant funding of \$10,000 for the Mawson Lakes Christmas Carols.

Moved Lion Stewart Garvin Seconded Lion Lance Crook carried

Signed

A handwritten signature in black ink, appearing to read 'E.J. Osborn'.

E.J. (Ted) Osborn
President
Lions Club of Gilles Plains Inc

Carols Grant Endorsement (1) (2)

5/17/2019

Yahoo Mail - RE: Carols ^_Security^_

RE: Carols ^_Security^_

From: Michael Callaway (Michael.Callaway@titaniumsecurity.net)

To: alex02au@yahoo.com.au

[REDACTED]

Date: Wednesday, 8 May 2019, 3:36 pm ACST

Hi Alex,

To provide

1 x Guard on Friday 13th December between the hours of 2200-0800hrs into the Saturday morning will cost you \$503.00 + GST

3 x Guards on Saturday 14th December between the hours of 1700-2200hrs will cost you \$776.25 + GST

1 x Guard on Saturday 14th December between the hours of 2200-0800hrs Sunday will cost you \$641.10 + GST

TOTAL COST FOR YOU: \$1900.00 + GST (Rounded Down) if the hours stay the same as above.

[REDACTED]

I hope this helps with what you need and I do look forward to meeting you this time.

Please let me know what you think and we can go from there.

Have a brilliant night.

From: alex02au@yahoo.com.au
Sent: Thursday, 2 May 2019 9:49 AM
To: [REDACTED]
Subject: Re: Carols Security

Dear Michael, Thank you for your email and quote.

1/4



St John Ambulance - South Australia Event Health Services Quote



Event Number: 15163

Date of Issue: 13/05/2019

Quote Valid until: 27/05/2019

Event Organiser

Contact Name: Alex Coates
Organisation: Mawson Lakes Lions Club

Event Information

Event Dates: 14/12/2019
Event Name: Mawson Lakes Christmas Carols
Event Location: Mawson Lakes

Thank you for providing St John Ambulance - South Australia with the opportunity to offer you a quote for your upcoming event. Please find below your quote, and our Booking Terms and Conditions. Please note this quote doesn't constitute a booking with St John. Once the quote is accepted we will assess our availability to cover your event and provide confirmation of our ability to cover your event.

Quote						Version: 1	
Date	Arrive	Depart	Location	Staff	Hours	Type	Subtotal
Sat 14-Dec-19	17:00	22:00	Mawson Lakes	2	5.00	First Aid Support	\$225.00
Required if an event is 5+ hours in duration						Meal Charges	\$0.00
Required if a vehicle is mandatory for event						Vehicle/s Charge	\$0.00
						Subtotal	\$225.00
An invoice is issued 1 week post event						GST - Not Applicable	\$0.00
						Grand Total	\$225.00

Quote Acceptance must be received via email by Quote Validity date specified above

Inclusions

St John SA will provide all medical equipment, support services and consumables required to provide Event Health Services at the event, unless agreed otherwise with the client, in addition to the resources specified in the quote.

Our People

St John strives to be the leading provider of First Aid & Healthcare services to the community. During our 130 years of operation, we have gained extensive experience in planning and managing local and major events across South Australia. St John has a broad workforce available that includes dedicated Volunteers and Event Responder staff that can't be matched by our competitors.

Scope of Practice

St John Ambulance SA will only provide Event Health Services in accordance with the St John Ambulance Clinical Practice Guidelines. If the client requires treatment of a patient(s) that is outside of the St John Ambulance Clinical Practice Guidelines, then that client will assume full responsibility for the complete care of that patient(s).

Booking Terms

- If the quote is accepted, your booking is only for times specified above. Any additional time will result in additional charges in 15 minute increments.
- A Minimum Booking Fee of 3 hours applies
- St John Ambulance is engaged to provide Event Health Services within the confines of your event only. The South Australian Ambulance Service will be contacted if transportation to hospital is required - at the determination of St John Ambulance's team on site in conjunction with the patient.
- The client agrees that it may be necessary to halt or delay any event to facilitate the safe treatment of a patient(s) at the event or otherwise.
- The client agrees that they will provide a suitable area for members to provide first aid, or as an alternative, a suitable site for the positioning of a St John Mobile Treatment Post at the event.
- Our deployment is based on information provided to us to date. Changes that impact the risk profile of the event or alterations to attendance numbers may require changes to our deployment and the final event fee.
- St John Ambulance SA reserves the right to determine, in its absolute discretion, how members and resources will be allocated to each event. We will endeavour to meet any special requirements that are made at the time of booking and will notify the event organiser where possible if such special requirements cannot be achieved. In accepting this agreement, the client accepts that the number and qualifications of members St John Ambulance SA proposes to deploy at the event, as sufficient and appropriate.

Working with Children and Police Checks

All St John Personnel have undergone a Nationally Coordinated Criminal History Check and a South Australian Child related & vulnerable person-related screening check. These checks are renewed every three years and only Members with in-date checks will attend Events.

Insurance

St John will maintain appropriate levels of insurance with its reputable Insurer that provides adequate coverage for the services required by St John at the event including Medical Malpractice, Public Liability, Voluntary Workers and Motor Vehicle insurances. Copies of Certificates of Currency are available upon request.

Cancellations

- If the event is cancelled, you must advise St John via email no later than 16:00 on the last business day prior to the event. If you fail to notify St John of a cancellation or notification is provided after 16:00 of the last business day prior to the event, St John may charge a \$50.00 fee to recoup our administrative costs in addition to any costs incurred by St John Ambulance.
- If the event is cancelled due to inclement weather, St John may elect to waive the payment of the Event Fee, provided that the client notifies St John at least two hours prior to the commencement of the event. Any such waiver is at the absolute discretion of St John.

Payment Terms

An invoice will be issued **after** each event and will be payable within 14 days from the date of the invoice.



BIANCO HIRING SERVICE PTY LTD

495 Waterloo Corner Rd, Burton SA 5110
 Phone (08) 8162 6300
 www.biancohire.com.au admin@biancohire.com.au ABN 88 105 211 390



HIRE QUOTATION

13 May 2019

Quote No: 39214

***LIONS CLUB OF GILLES PLAINS - CC**
 24 NAPOLEAN CT
 PARALOWIE SA 5108

Project / Site:
 MOBRA PARK
 CNR MAWSON LAKES BVD * GARDEN
 TCE
 MAWSON LAKES

Contact: ALEX

Mobile: 08 8162 6307

Email:

We have pleasure in submitting our quotation for hire of the following for the above named project / site. If you have any queries please do not hesitate to contact us.

Description	Qty	Charge Rate (excl. GST)	Amount
Multiple Toilets (Plastic)	10		
Chemical Solution	10		
Transport to Event	10		
Final Pump Out (GST Free)	10		
Transport from Event	10		
Week End Call Out Charge	1		
LED Push Button Light (including batteries)	10		
Total (Incl. GST):			\$1,975.00
GST:			\$150.00

Notes

Conditions

Prices above assume a metro delivery. Outer metro deliveries will incur additional charges.
 Weekend hire assumes a Friday delivery and a Monday collection.

- Transport prices assume a clear, level, accessible site.
- Client's responsibility to fill water tank when on site.
- Client to pay for any damages, theft or additional cleaning charges or graffiti removal.
- Any holes through floors and walls will be subject to a repair charge.
- Insurance is the clients' responsibility for full replacement price of the above unit.
- The above items are subject to availability at time of placement of order.

This quotation is open for acceptance for 30 days from quote date, and is subject to our usual terms and conditions, which are available upon request.

If you have any further questions, please contact us.

Yours Faithfully,

Darren Bosnjak

Acceptance Form		
Please supply the quoted items and I agree to the conditions above.		
Signed: _____	Order Number: _____	Date: _____
Print Name: _____	Date & Time Required: _____	

Quotation No: 39214

Customer: *LIONS CLUB OF GILLES PLAINS - CC

Page 1 of 1



20Sound Hire & Production

Sat 14th Dec 2019

enquiries@20sound.com.au
www.20sound.com.au

ABN 99 450 453 506

QUOTATION

Delivery Entrance: 19 Liberton Ave CROYDON PARK (by appointment only)
PO Box 393 WELLAND SA 5007
PH: 0422 984 478
FX: (08) 8346 1596

Quote Ref / Invoice # JF03615

Prepared: 11/04/19

BILL TO:

Mawson Lakes Lions Club
c/o 39 Mayfair Drive
Andrews Farm SA 5114

VENUE & FUNCTION DETAILS:

Desc: Mawson Lake Carols - Hire & Technical Production
Event Date: Sat 14th Dec 2019
Venue: Mobra Park
Mawson lakes
Delivery: Friday
S/C
Event start:
Collection: after event

CONTACT:

Lauren Brewer President
Alex Coates Treasurer
Phone:
Fax:
Mob: 042 833 765
Email: mawsonlakeslions@gmail.com

	DESCRIPTION	QTY	EA (ex)	UNIT	Charged @	TOTAL (ex)
1	Equipment Hire & Production:					
2						
3	Carols sound and lighting hire & production	1	6,000.00	ea	1 day	6,000.00
4						
5						
6	(Client to provide stage and stage cover)					
7						
8						
9						
10						
11						
12						
13						
14						
15	Additional Charges:					
16	20% surcharge will be payable in the event of avoidable water damage from sprinkler system.					
17						
18	ie. The School/Mobra Park watering system must be disabled Fri/Sat and Sat/Sun evenings.					
19						
20						
21	Deposit Payable:					
22	20% Deposit required to confirm booking - \$1320.00 (incl. GST)					
23						
24						
25						
26						

GENERAL HIRE AGREEMENT:

1. By accepting this offer, the client agrees to pay for any loss or damage to equipment whilst in their care.
2. Equipment must be transported in a covered vehicle.
3. Cancellation of confirmed booking will incur 20% fee.

SUB TOTAL ex GST	\$6,000.00
GST	\$600.00
TOTAL	\$6,600.00

Signed Date.....

TERMS:
Payment before delivery Credit card or EFT accepted
EFT: '20 Sound' BSB: 105 008 Acc: 089 356 240 JF03615

PAID	
BALANCE	\$6,600.00

Item 7.2.15 - Attachment 4 - Applicant 3.2019 - Mawson Lakes Christmas Carols - Copy of Application



Jump Easy

Castle & Party Hire Made Easy

27 Circuit Drive
 Hendon, SA 5014
 Ph: 0450 602 644
 ABN: 971 413 27 840

Info@jumpeasy.com.au

QUOTE

DATE: April 11, 2019

Invoice number: JEQ104

BILL TO: Mawson Lakes Lions Club

Mawson Lakes
 SA

Product Description	Amount
Combo Castle	\$ 280.00
Smaller Castle (still combo)	\$ 220.00
Staff x 2	\$ 240.00
Event Gear (fencing etc)	\$ 60.00
Generator if required (power more than 5m away from the inflatables)	\$ 80.00
Late pack up (as expecting same times as last year)	\$ 50.00

For EFT:	GST	\$84.54
Jump Easy		
BSB 065 148	\$	-
ACCOUNT 1030 2009	PAID	\$ -
Reference: Your Business name or invoice number above.	Due	\$ 930.00

BALANCE DUE 7 DAYS PRIOR TO HIRE VIA EFT, CARD OVER PHONE OR CHEQUE.

2% SURCHARGE APPLIES ON CARD PAYMENTS.

Late Payments will incur a 10% invoice total late fee.



Global Dance & Stage (SA)

ABN# 78 508 396 367

Mark Burns | 2 Cornwall Court | WOODCROFT SA 5162

E: mark@globalstaging.com | E: stagingsolutions@bigpond.com

M: 0410 467 804 | T: 8387 6464

QUOTATION

Quote To:

Mawson Lakes Lions
Mawson Lakes Christmas Carols

Attention: **Alex Coat**
TREASURER

Email: alexcoat@mlc.com.au

Date	Quote Total
9 May 2019	\$3,080.00

Quantity	Supply Description	Total
1	Stage (9.76m x 12.2m @ 900mm approximately) including safety rails, stage drape, 2 x steps and Labour	\$2,600.00
1	Delivery & Pick up to Mawson Lakes for Christmas Carols for event on 14 December 2019	\$200.00
	GST	\$280.00
	TOTAL AMOUNT PAYABLE	\$3,080.00

Thank you for using Global Dance & Stage (SA)

Atlas Event & Party Hire
 156 Edward Street, Clarence Gardens SA 5039
Ph: (08) 82972366 Fax: (08) 82973858
 Email: sales@atlasevents.com.au
 Website: www.atlasevents.com.au
 Adelaide Consolidated Trading Pty Ltd
 ABN: 48 108 743 291 ACN: 108 743 291

Date: Thu 09/May/2019 10:28 AM Page 1 of 1

Quote

Last Updated: 9/05/2019 9:32:00 AM

Quote No: Q80110 Invoice No: P/O No:
 Bill To: MAWSON LAKES LIONS CLUB BRANCH Delivery To: MOBRA PARK
 ADDRESS TO BE ADVISED 14 GARDEN TERRACE
 MAWSON LAKES SA 5095 (SEE SITE MAP)
 MAWSON LAKES SA 5095

Contact: LAUREN Site Contact:
 BH Ph: 0424838705 AH Ph:
 Fax: Mobile No: 0424838705
 Consultant: JANE Stand/Site No:
 Operator: JANE

Delivery: Fri 13-Dec-2019 Use Date: Sat 14-Dec-2019 Collect Sun 15-Dec-2019
 Times TBA Times TBA

Instructions: Grass can peg, there is underground irrigation &
 power council to mark out
 Back wall & 2 x 5m sides
 AV - Franc 0422 984 478 TBC
 *Security must be provided overnight on Friday and
 Saturday
 Alex Coates with Lions Club

Event: Payment Terms:

Qty	Description	Unit Price	Total Price
Pavilion 15m			
1	Roder Pavilion 15m x 10m	\$2,775.00	\$2,775.00
Components 20m & 25m RODER			
7	Wall White 3m High	\$0.00	\$0.00
8	Roder 3m Legs	\$0.00	\$0.00

	Sub Total:	\$2,775.00
	Discount:	\$277.50
	Damage Waiver:	\$222.00
	GST on Hire Surcharge & Damage:	\$20.18
	Labour:	\$660.00
	Delivery:	\$80.00
	Collection:	\$80.00
	TOTAL AMOUNT:	\$3,539.50
	QUOTED AMOUNT:	\$3,539.50
	GST Component:	\$321.77

EFT PAYMENT :
 BSB: 035048 Account number: 187855
AFTER HOURS EMERGENCY - 0417 819 237
PLEASE NOTE: Our tents are specified as
TEMPORARY STRUCTURES. For the safety of all
occupants, evacuation is recommended if threatening
WEATHER occurs.



Haynes Signs Pty Ltd

A.B.N. 74 858 638 131
 A.C.N. 121 612 057
 12 Frost Road
 Salisbury SA 5108
 admin@haynessigns.com.au
 Ph/Fax 0882818944

STATEMENT

DATE: 1/05/2019

Mawson Lakes Christmas Carols
 C/- 24 Napoleon Court
 Paralowie SA 5108

AMOUNT REMITTED
 \$ _____

DATE	INVOICE NO.	DESCRIPTION	CHARGES	PAYMENTS	BALANCE
3/04/2019	00014030	Sale; Mawson Lakes Christmas Carols	\$528.00		\$528.00
3/04/2019	00014031	Sale; Mawson Lakes Christmas Carols	\$60.50		\$60.50

1/05/2019 Finance Charge \$0.00 \$0.00

Current(Not Overdue)	30 Days Overdue	60 Days Overdue	60+ Days Overdue	Total Amount Due
\$0.00	\$588.50	\$0.00	\$0.00	\$588.50

How to Pay

Powered by **MYOB**



by credit card
 To pay via MasterCard or VISA
 by PHONE: 82818944

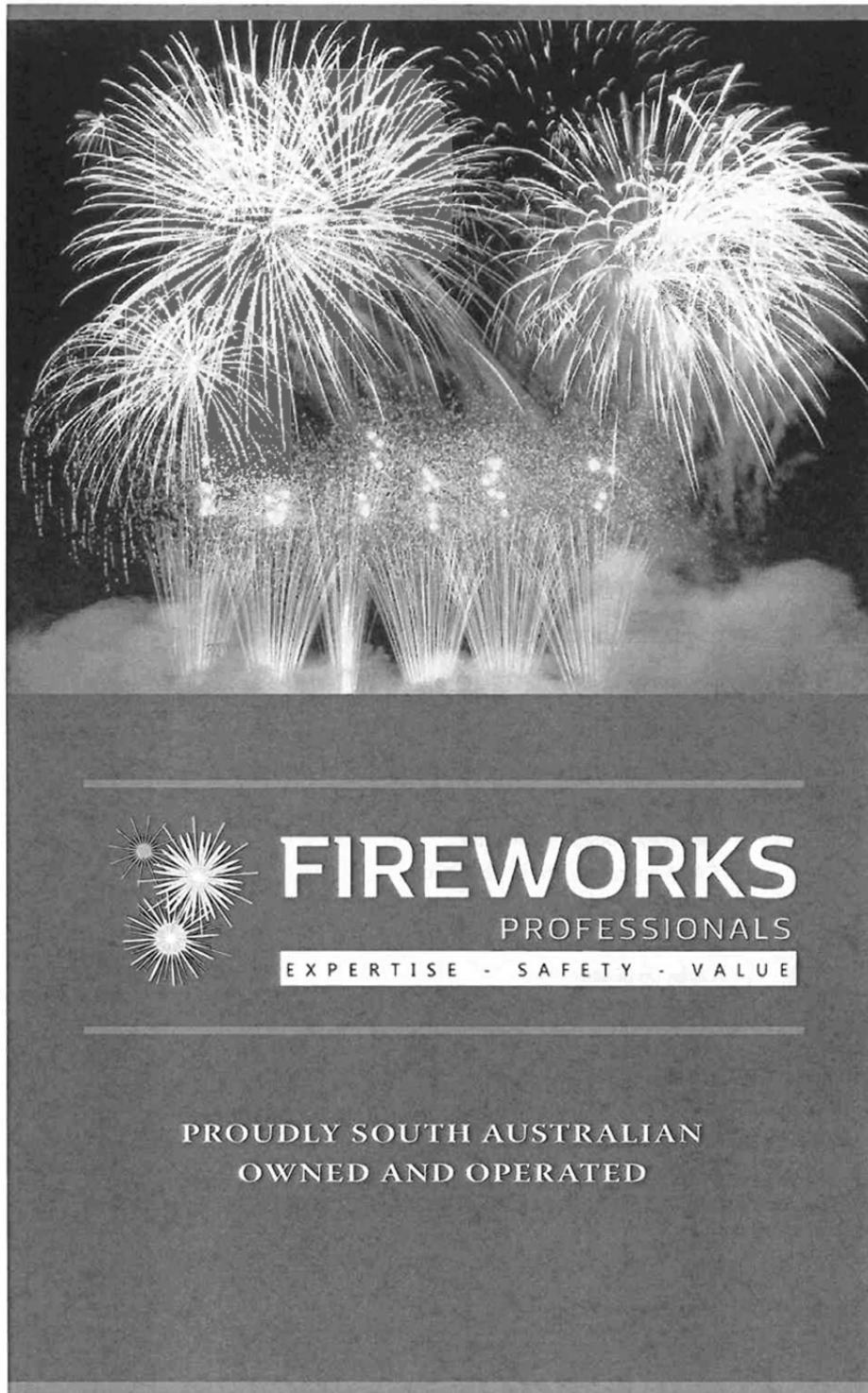


by mail
 Detach this section and mail your cheque to...
 Haynes Signs Pty Ltd
 12 Frost Road, Salisbury SA 5108



in person
 Present this invoice at our office to make a payment via cheque, cash or EFTPOS.

Statement 00014030 Amount \$588.50



Item 7.2.15 - Attachment 4 - Applicant 3.2019 - Mawson Lakes Christmas Carols - Copy of Application

FIREWORKS

PROFESSIONALS

M: 0402 479 479
F: 08 8242 0667
matthew@starfireworks.com.au

PO Box 302 Prospect SA 5082
ABN 23618387554

Mawson Lakes Carols
mawsonlakeslions@gmail.com

18.3.19

Dear Mr and Mrs Be...

Thank you for inviting me to submit a proposal for the Carols on 14.12.19. You can trust us to deliver a spectacular, safe, value for money display because of the following.

Experience

We conducted the fireworks at the Carols for the years 2011, 2012, 2013, 2014, 2016 and 2018. We believe they were very well received.

We have extensive experience and a list of some of our customers is attached.

Specific experience with your event

The site poses some challenges regarding crowd control and we have developed a plan that manages this. Last year the SES provided the crowd control marshals and this worked very well.

The event involves many permits and we will take care of all permits and co ordination including:

- o Salisbury Council permission
 - o CASA approvals (Parafield Airport)
 - o CFS permit
 - o Access to the site
 - o Clean up of site.
 - o Crowd control planning and flagging/signing off of prohibited area.
- We have public liability insurance to the value of 20 million dollars.

Synchronization with MC and Music

We can synchronize the start and finish of the fireworks with the PA system i.e. MC announcements and music that can be played during the fireworks. We have radios to accomplish this.

The proposal:

I have reviewed the file. The budget in 2018 was:

Fireworks \$3872
Gst \$387
CASA Fee \$240
Total \$4500 Gst inc.

Option 1 - we understand money is always tight at your event so we could perform a similar display in 2019 for the same amount. 2019 budget **\$4500**.

Option 2 - consider a small increase to cover the rising cost of fireworks due to the higher costs in China and the falling Australian dollar. Good option is to bump the budget 5% to cover these things. 2019 budget becomes **\$4725**.

Option 3 - increase the budget by more and make the display more intense for a given duration, or make it last longer. This is a decision for you, no pressure from us - although we love bigger budgets because we get to let off more fireworks! For example 10% increase to \$4950.

We would recommend a display of duration of 7-8 minutes. This is not too short and not too long and strikes the right balance between duration and intensity for the given budget price point.

Audiences have grown tired of slow fireworks displays where aerial shells are let off slowly one at a time.

Our displays provide the **WOW factor** because:

- they will contain the widest possible variety of fireworks
- contain a greater quantity of fireworks than our competitors
- use on average a larger size of fireworks
- end with a big grand finale.

What will you get for your money?

Your decision to trust somebody with your display should be based chiefly on their reputation and track record. **Itemised** quotations for fireworks displays are a **complete waste of time and should be ignored**.

You can rest assured that we will be out to impress the viewing public so that you will invite us back year after year.

If you have any questions please don't hesitate to call.

Yours sincerely,

Matthew Palmer

Fireworks Display Quotation

by Matthew Palmer, 18.3.19.

Client: Mawson Lakes Lions Club Carols 14.12.19

Budget: \$4500 inc GST for option 1
• Duration – 7-8 minutes.

Pyrotechnic materials utilised:

Aerial Shells: *Main Fireworks Spectacular*

These are the best features of a professionally staged firework show. These provide the large starbursts hundreds of feet high in the night sky. We will use a wide variety of effects including crackling shells, glittering shells, comet tail shells, colour changing shells, spider webs, willows, ring shells, brocades, palm trees and titanium salutes (very loud bangs).

We could take up pages with a list of the effects that we will use however this would achieve little. If you do receive a quote like this it is usually a sign that that an attempt is being made to baffle you with baloney.

Multi shot Florals - medium level aerial effects that create an array of bursts, explosions, colour projectiles and sounds. We will use an exclusive range of items including Crackling Golden Palms, Celestial Body Fighting, Supa Nova., Silver Spirals, Giant Soaring Eagle, Chopper Attack, Battle of Colours, Thunderkings etc etc etc.

Massive Multi shot Florals - a display in themselves, one carton equals one firework, takes two people to lift. We will use an exclusive range of items including Tonga Exotica, Massive Golden Crackling Meteorites, Poisonous Spiders, Colourful Pearls etc etc etc etc.

Roman Candles - all different types and sizes with our largest that we use at Football Park blasting comets as high as the light towers.

Fountain Mines – these begin with a spray of sparks then explode from the ground.

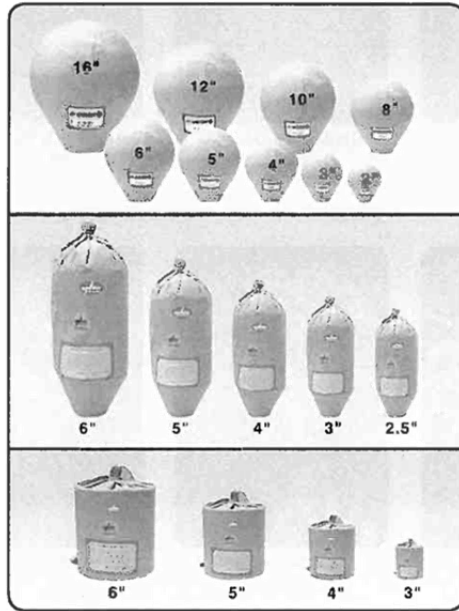
Mines - explode from the ground to produce a curtain of glittering stars, great for the finale. We will use an exclusive range of items including Thunder Dragon Mine, Mine of Meteors, Mine of Serpents, Thundering Dragon Tails, glitter mines, strobing mines, thunder mines.

Including:

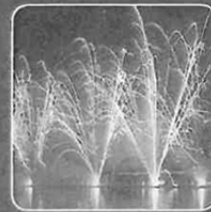
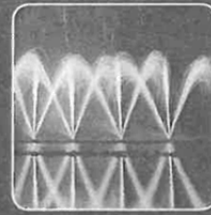
- Labour
- Insurance
- Permits
- Display conducted in accordance with the Australian Standard
- Thorough search and clean up of the firing site on the night.

FIREWORK MATERIALS

Aerial Shells & Mines



Multi-shot Boxes (Cakes)



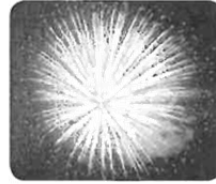
AERIAL EFFECTS



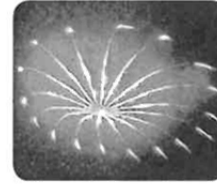
BIG WILLOW FLOWER
SILVER RAIN



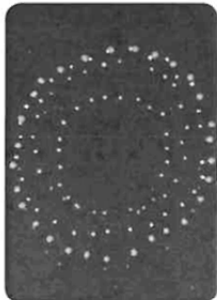
MULTIPLE REPORTS



GOLDEN TO CRACKLING



YELLOW TO RED TO BLUE
TO SILVER



FIVE COVERED RINGS
BY RINGS



GOLDEN COCO TREE



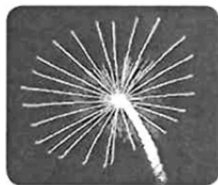
DANCING DRAGON



RED PEONY W/COCO PISTIL



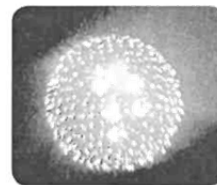
SILVER CIRCLE W/WAVE
& RED PISTIL



RED SUN



RED THOUSAND RINGS



GREEN PEONY W/THOUSAND
COLOUR FLOWERS



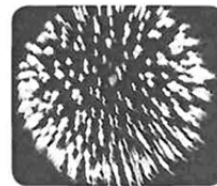
GREEN COCO



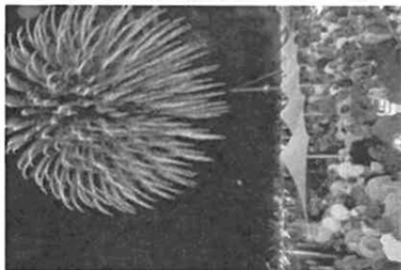
RED TO GOLDEN CROSSETTE



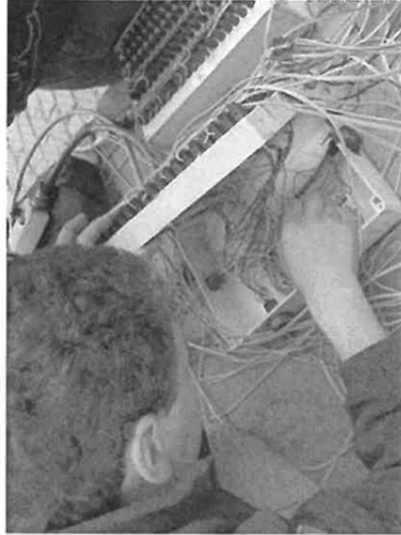
RED PEONY TO CRACKLING
W/COCO PISTIL



SILVER CHRYSANTHEMUM



Big Gold Chandelier for Tassie



Wires wires everywhere



Computers and fireworks - expensive



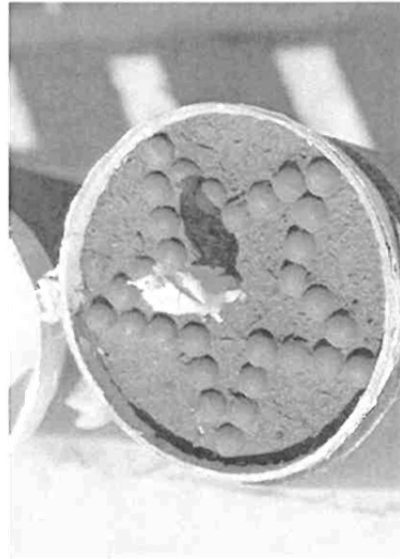
Matt with Big Guns in the Outback



Happy Birthday Woomera



Fireworks Professionals Ready to fire



Fireworks Professionals signature Shell



Big barge Display

SAFETY TRACK RECORD

Fireworks Professionals, Bright Star Fireworks and Matthew Palmer:

- Perfect safety record.
- No accidents no injuries.
- No workers compensation claims.
- No public liability Insurance claims.
- No products liability insurance claims.

RISK MANAGEMENT PLANNING

- Comprehensive Safety Management System (Government Approved) incorporating
 - Safety policy
 - Risk management
 - Safe operating procedures
 - Information and communication
 - Emergency planning and procedures
- Contents page of above attached
- Risk Assessment and Hazard Control Plans for displays -example attached, 2 pages only.

OCCUPATIONAL HEALTH AND SAFETY POLICY

- Contents page attached
- Policy statement attached

ENVIRONMENTAL POLICY

- Attached

FIREWORKS PROFESSIONALS PTY LTD

SAFETY MANAGEMENT SYSTEM INCLUDING RISK MANAGEMENT AND EMERGENCY PROCEDURES

TABLE OF CONTENTS

1. SAFETY POLICY AND RISK MANAGEMENT	2
a. POLICY	2
b. RISK MANAGEMENT	2
c. LEGISLATION	2
d. ORGANISATIONAL STRUCTURE AND RESPONSIBILITIES	2
e. TRAINING AND COMMUNICATION	3
f. INTERNAL AUDIT PROCEDURE	4
2. SAFE OPERATING PROCEDURES	4
a. LIFE CYCLE OF FIREWORKS AND FIREWORKS EQUIPMENT	4
b. CONTROL OF FIREWORKS DISPLAY SITE	12
c. SALE OF FIREWORKS	12
i. Sale of Security Sensitive Explosives	13
d. RESPONSIBILITIES & COMPETENCIES OF FIREWORKS PERSONNEL	14
e. REPORTING, RECORDING & AUDITING.....	15
3. INFORMATION AND COMMUNICATION.....	16
4. EMERGENCY PLANNING AND PROCEDURES	16
a. EMERGENCY PLAN.....	16
b. EMERGENCY PROCEDURES	17
c. NOTIFICATIONS (Required for first 3 types of emergencies)	18
5. FIREWORKS INCIDENTS.....	19
a. Fireworks accidents, incidents and near misses	19
b. Loss and theft of fireworks.....	19
6. APPENDIX 1 - RISK MANAGEMENT POLICY/PROCEDURE.....	20
7. APPENDIX 2 – INCIDENT DATA BASE	27
8. APPENDIX 3 – MAGAZINE STOCK SHEET	27

FORM

RISK ASSESSMENT & ENVIRONMENTAL SAFE WORK METHOD STATEMENT

Hazard Identification and Control Plan

Project: _____

Potential Safety & Health Hazards	Control Measures	Before Control Measures			Responsibility to Implement & Monitor/ Supervise	After Control Measures		
		L	C	RR		L	C	RR
	<ul style="list-style-type: none"> All unnecessary personnel kept clear Products never to be left unattended and to be supervised at all times Trained in all Pyrotech policies and procedures All products are placed in plastic mortars and covered with fire and water resistant tape to prevent prematurely igniting from flames or sparks Head Pyrotechnician to report time remaining of display 							
Aviation	<ul style="list-style-type: none"> CASA and ASA notified by Pyrotech of all outdoor pyrotechnic display at least 7 working days prior to the display Pyrotech Crew to monitor the skies throughout standby mode Pyrotech Crew to delay start if any aviation is spotted in the immediate area When specified by CASA, Pyrotech to contact CASA 30mins prior to Display to be suspended or abandoned if aviation is spotted in the immediate area 	B	5	E	Pyrotech CASA ASA	E	3	M
Exclusion Zone breach Loss of crowd control	<ul style="list-style-type: none"> Complying with DNR TAS minimum clearance distance for fireworks display Licensed Pyrotechnician must establish an exclusion zone Appropriate safety tape / barriers / fences in place upon Pyrotech Crew arrival on-site Comply with AS 2187.4 minimum exclusion zone for an outdoor fireworks display Security to be contracted to maintain exclusion zones where necessary Minimal Crew required during display All unnecessary personnel kept clear Display to be suspended &/or abandoned until exclusion zone is secured & maintained Emergency Services contacted if necessary 	B	3	H	Pyrotech Event Management Venue Management Security	D	1	L
Debris Burning Fallout	<ul style="list-style-type: none"> Site Inspection conducted prior to final display design and layout to determine appropriate products and size as well as determining Fallout zones Research conducted with regards to weather conditions and taken into account with final display design and layout Complying with regulated minimum clearance distance for fireworks display Licensed Pyrotechnician must establish an exclusion zone 	B	3	H	Water Police Pyrotech	D	2	L

27/07/2011
Page 12 of 21

	FORM
RISK ASSESSMENT & ENVIRONMENTAL SAFE WORK METHOD STATEMENT	
Project:	

REFERENCE MATRIX

The following qualitative risk analysis matrix has been taken from AS/NZS 4360:1999 Risk Management Standard. This matrix is used to arrive at the "Level of Risk" score throughout the risk analysis and is presented here for reference.

Likelihood	Consequences				
	5 Catastrophic	4 Major	3 Moderate	2 Minor	1 Insignificant
A - Almost Certain	25	20	15	10	5
B - Likely	20	16	12	9	4
C - Possible	15	12	9	6	3
D - Unlikely	10	8	6	4	2
E - Rare	5	4	3	2	1

Monitoring Periods Table				
Risk Rating			Monitor Works	Record
16-20	Extreme	<ul style="list-style-type: none"> ▪ Work not to commence, review control measures immediately 	NA work does not progress	NA
10-15	High	<ul style="list-style-type: none"> ▪ Senior supervisory management to ensure all controls are in place before work commences. ▪ Strict monitoring of control measures. ▪ Work shall be conducted with Supervision and / or co-worker i.e. person involved with activity must not work alone. 	Daily	ESWMS Inspection Sheet
5-9	Medium	<ul style="list-style-type: none"> ▪ Responsibilities must be defined and understood by those involved before commencing work. ▪ Minimal Supervision required. 	Weekly	ESWMS Inspection Sheet
1-4	Low	<ul style="list-style-type: none"> ▪ Control by routine procedures 	Monthly	ESWMS Inspection Sheet

MONITORING as per Pyrotech Regulation No 168: The principal contractor must monitor the use of any work method statement required under this regulation to ensure that all persons to whom the statement applies comply with the statement.

- Principal contractor to review all ESWMS prior to commencing activity
- Principal contractor to monitor ESWMS during first week of activity
- Work supervisor/operator to monitor high risk activities daily
- Directors to monitor their activities weekly to ensure compliance and effectiveness of ESWMS

	27/07/2011
	Page 19 of 21