



AGENDA

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

14 APRIL 2020 AT 6:30 PM

**IN THE LITTLE PARA CONFERENCE ROOMS, 34 CHURCH 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
A/General Manager Community Development, Mrs V Haracic
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 10 March 2020.

REPORTS

Administration

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OTHER BUSINESS

CLOSE



**MINUTES OF SPORT, RECREATION AND GRANTS COMMITTEE MEETING HELD
IN THE WITTBER AND DR RUBY DAVY ROOMS, 34 CHURCH STREET, SALISBURY
ON**

10 MARCH 2020

MEMBERS PRESENT

Cr A Duncan (Chairman)
Mayor G Aldridge (ex officio) (*from 6.37pm*)
Cr C Buchanan (Deputy Chairman)
Cr N Henningsen
Cr D Hood
Cr S Ouk
Cr S Reardon

OBSERVERS

Cr P Jensen (*from 6.56pm*)

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
Acting General Manager Community Development, Ms V Haracic
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd
PA to the General Manager Community Development, Mrs B Hatswell

The meeting commenced at 6.33pm.

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

APOLOGIES

An apology was received from Cr L Braun.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr N Henningsen
Seconded Cr S Ouk

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 10 February 2020, 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 S Reardon

1. The information be received.

CARRIED

Community Grants

7.2.1 Youth Sponsorship Applications - February 2020

Moved Cr C Buchanan
Seconded Cr D Hood

1. The information be received.
2. A 2019/20 Third Quarter Discretionary Budget Review Bid for \$10,000 be presented to Council for consideration to provide additional Youth Sponsorship funding for the committee to continue funding applications up to 30 June 2020.

CARRIED

7.2.2 Community Grants Program Applications for March 2020

Moved Cr C Buchanan
Seconded Cr N Henningsen

1. The information be received and noted.

CARRIED

7.2.3 04/2020: Foundation 1 Inc. - Community Grants Program Application

Moved Cr N Henningsen
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 March 2020 round of Community Grants as follows:
 - a. Grant No. 04/2020: Foundation 1 Inc. be awarded the amount of **\$5,000.00** to assist with the purchase of **two upright commercial glass display fridges and a glass display freezer for ongoing use** as outlined in the Community Grant Application and additional information.

CARRIED

7.2.4 06/2020: Salisbury West Sports Club Inc. - Community Grants Program Application

Mayor G Aldridge entered the meeting at 6.37pm.

Moved Cr C Buchanan
Seconded Cr D Hood

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 March 2020 round of Community Grants as follows:
 - a. Grant No. 06/2020: Salisbury West Sports Club Inc. be awarded the amount of **\$5,000.00** to assist with the purchase of **soccer goals for ongoing use** as outlined in the Community Grant Application.

CARRIED

7.2.5 07/2020: Adelaide Dragon Sporting Club Inc. - Community Grants Program Application

Moved Cr C Buchanan
 Seconded Cr D Hood

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 March 2020 round of Community Grants as follows:
 - a. Grant No. 07/2020: Adelaide Dragon Sporting Club Inc. be awarded the amount of **\$4,588.00** to assist with the purchase of **uniforms, equipment and line marker for ongoing use** as outlined in the Community Grant Application.

CARRIED

7.2.6 08/2020: The Burton Community Centre Inc. - Community Grants Program Application

Cr C Buchanan declared a perceived conflict of interest on the basis of previously being the Chair of the Burton Community Centre. Cr Buchanan managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr C Buchanan
 Seconded Cr D Hood

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 March 2020 round of Community Grants as follows:
 - a. Grant No. 08/2020: The Burton Community Centre Inc. be awarded the amount of **\$1,535.00** to assist with the purchase of **children’s entertainment, Welcome Address and photo props for the Burton Community Centre Family Fun Day event** as outlined in the Community Grant Application.

CARRIED

*The majority of members present voted IN FAVOUR of the MOTION.
 Cr C Buchanan voted IN FAVOUR of the MOTION.*

7.2.7 09/2020: Pontian Eagles Sports and Social Club Inc. - Community Grants Program Application

Cr C Buchanan declared an actual conflict of interest on the basis of being Patron of the Pontian Eagles Sports and Social Club Inc. Cr Buchanan managed the conflict by remaining in the meeting and not voting on the Motion.

Moved Mayor G Aldridge
 Seconded Cr S Ouk

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 March 2020 round of Community Grants as follows:
 - a. Grant No. 09/2020: Pontian Eagles Sports and Social Club Inc. be awarded the amount of **\$5,000.00** to assist with the **plumbing and hire of an ablution block from April to August 2020, conditional of Council and Development Approval**, as outlined in the Community Grant Application and additional information.

CARRIED

*The majority of members present voted IN FAVOUR of the MOTION.
 Cr C Buchanan DID NOT VOTE on the MOTION.*

7.2.8 Community Grants Program Trends Review and Standing Budget Allocation

Moved Cr C Buchanan
 Seconded Cr S Reardon

1. The information be received and noted.
2. The Sport, Recreation and Grants Committee note the endorsed increase to the 2019/2020 Community Grants Program budget allocation from \$82,000 to \$112,000 effective 24 February 2020.
3. The Sport, Recreation and Grants Committee recommends increasing the Community Grants Program (standing) annual budget through a **2020/2021 discretionary budget bid of \$38,000**, bringing the annual budget allocation from \$82,000 per annum to \$120,000 per annum.

CARRIED

OTHER BUSINESS

SRG-OB1 Salisbury West Cricket Club

Moved Cr A Duncan
Seconded Cr C Buchanan

1. That Council write to the Salisbury West Cricket Club congratulating them on winning the SAMCA Metropolitan Twenty20 Champions Cup.

CARRIED

SRG-OB2 Youth Sponsorships Application – Verbal Update

Moved Cr C Buchanan
Seconded Cr S Reardon

1. That the verbal report given by the General Manager Business Excellence regarding the Cheerleading applications be received and noted.

CARRIED

The meeting closed at 6.59pm.

CHAIRMAN.....

DATE.....

| | |
|------------------------|--|
| ITEM | 7.0.1 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | Future Reports for the Sport, Recreation and Grants Committee |
| AUTHOR | Michelle Woods, Projects Officer Governance, CEO and Governance |
| CITY PLAN LINKS | 4.3 Have robust processes that support consistent service delivery and informed decision making. |
| SUMMARY | This item details reports to be presented to the Sport, Recreation and Grants Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral. |

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

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

1. CONSULTATION / COMMUNICATION

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

2. REPORT

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

| Meeting Item | Heading and Resolution | Officer |
|-------------------------|---|----------------------------------|
| 25/11/2019 7.2.15 | <p>Community Event Sponsorship Program</p> <p>2. That staff bring back a report and develop criteria for an annual City of Salisbury Christmas Carols.</p> <p>Due: April 2020 Deferred to: May 2020 Reason: This will be incorporated into the events report being presented to the Innovation and Business Development Sub Committee next month.</p> | Julie Kushnir |
| 28/01/2020 7.2.2 | <p>Community Grants Program Applications for January 2020</p> <p>4. Staff provide a further report once the remaining balance reaches \$10,000 for the Community Grant Funding budget allocation for 2019/2020.</p> <p>Due: April 2020 May 2020</p> <p>It should be noted this report may not be required, depending on the outcome of the recommendation to suspend the Community Grants Program at this point in time (refer item on this agenda titled 'Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19).</p> | Bronwyn Hatswell |
| 23/03/2020 MON7.1(e) | <p>Minimising the financial impact to our sporting and community clubs impacted by COVID19</p> <p>2. Council provide immediate assistance to all sporting and community clubs to assist with the anticipated financial loss, by waiving lease fees for the period of April to June and approving the necessary non – discretionary adjustments to the Council Budget at the Third Quarter Budget Review. That further consideration of waiving lease fees for sporting and community clubs for the remainder of year, be considered at the June Sport, Recreation and Grants Committee.</p> <p>Due: June 2020</p> | Karen Pepe / Charles Mansueto |

| | | |
|-------------------------|---|--|
| 23/03/2020 MON7.1(e) | Minimising the financial impact to our sporting and community clubs impacted by COVID19 | Charles Mansueto / Bronwyn Hatswell |
| | <p>2.1 A report be prepared for the next Sport, Recreation and Grants Committee advising on whether other support could be provided to sporting and community clubs, and such report to identify other clubs in Salisbury that do not have a council facilities lease arrangement. Report to include the number of clubs that do not have a lease and the costs associated with waiving part or full amount of Council rates.</p> <p>2.2 The report to include advice on Repurposing the Community Grants program, Youth Sponsorship program and Community event grants into recovery grants for affected clubs (recovery grants may be used for events).</p> | |
| Due: | <p>April 2020</p> <p>This resolution will be addressed through the report addressing the response to COVID-19 that is scheduled to be presented to the April Budget & Finance Committee.</p> | |

3. CONCLUSION / PROPOSAL

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

CO-ORDINATION

Officer: EXECUTIVE GROUP

Date: 07/04/2020

| | |
|------------------------|---|
| ITEM | 7.2.1 SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19 Outbreak |
| 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 received for the April 2020 round. Each application is submitted for consideration by the Sport, Recreation and Grants Committee in an individual report. All remaining applications received to date are submitted for consideration. This report also outlines recommendations for the administration of applications as a result of the COVID-19 outbreak. |
| RECOMMENDATION | <ol style="list-style-type: none">1. The information be received and noted.2. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee:<ol style="list-style-type: none">a. The Sport, Recreation and Grants Committee endorse the early disbursement of Community Grants Program funds due to COVID-19, as outlined in section 2.7 of this report.b. The Sport, Recreation and Grants Committee endorse that the acquittal for Druk International Shito-Ryu Karate Do Association – Australia Inc. be extended by six (6) months and otherwise acquitted as per the Guidelines and Eligibility Criteria, as outlined in section 2.8 and 2.9 of this report.3. That Council:<ol style="list-style-type: none">a. Endorse the suspension of the Community Grants Program effective 15 April 2020, to support the measures established by the City of Salisbury to promote safety and reduce the potential for the spread of COVID-19, recognising the uncertainty of the timeframe that social distancing rules will remain in force.b. Endorse recommencement and review of the Community Grants Program when the social distancing rules are officially lifted by the Australian Federal/State Government.c. Note the remaining balance of the Community Grants Program funding budget for 2019/2020 will be considered for repurposing in the report to be presented to the April 2020 Budget & Finance Committee. |

ATTACHMENTS

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

1. Community Grants Program Guidelines and Eligibility Criteria

1. BACKGROUND

- 1.1 One (1) application received for the December 2019 round of Community Grants required further information. The further information has been received and the application is submitted for consideration¹.
- 1.2 One (1) application received for the March 2020 round of Community Grants requires further information. The further information is pending however the application is submitted for consideration².
- 1.3 Six (6) applications were received for the April 2020 round of Community Grants of which one (1) is deemed eligible, four (4) require further information and one (1) is deemed ineligible.
- 1.4 Recommendations are outlined for the administration of applications as a result of the COVID-19 outbreak.

2. REPORT**Administration of Community Grants Program Funding in Response to the COVID-19 Outbreak**

- 2.1 The City of Salisbury is consistently monitoring the evolving threat of COVID-19 (Coronavirus) in order to determine the most effective actions in line with advice from the State and Federal Governments and other key agencies.
- 2.2 The status of COVID-19 is rapidly changing and an internal team made up of representatives from across the organisation is in regular contact to ensure our responses are timely.
- 2.3 Council's primary concern remains the health and welfare of all members of our Community and Staff and the delivery of services.
- 2.4 We have put in place a number of measures to promote safety and reduce the potential for the spread of COVID-19.
- 2.5 Effective 30 March 2020, the Federal Government has extended advice for public gatherings and social distancing which includes, inter alia, to not go out unless for essential shopping, medical care, exercise or work/education; no more than two people to gather in public (currently does not apply in South Australia); and individuals at risk should stay at home and self-isolate, limiting contact with others as much as possible.
- 2.6 Consequently, in keeping with these measures the City of Salisbury has put in place to promote safety and reduce the potential for the spread of COVID-19, and recognising the uncertainty of the timeframe that social distancing rules will remain in force, the information following is recommended for the administration of funding for Community Grants Program Applications.

Early Disbursement of Funds

2.7 It is envisaged that the June 2020 Community Grants Program Cheque Presentation Ceremony is unlikely to take place due to social distancing rules, therefore it is recommended that:

2.7.1 Successful Applicants for non-event funding from the March 2020 round have cheques organised upon receipt of the Acceptance of Grant Offer and relevant documentation with acquittal to take place as per the Guidelines and Eligibility Criteria. The Applicants are:

- 04/2020: Foundation 1 Inc.
- 06/2020: Salisbury West Sports Club Inc.
- 07/2020: Adelaide Dragon Sporting Club Inc.
- 09/2020: Pontian Eagles Sports and Social Club Inc.

2.7.2 Successful Applicants for event funding from the March 2020 round have cheques organised upon receipt of the Acceptance of Grant Offer and relevant documentation, and that the acquittal be extended by six (6) months, as a result of the event being postponed due to COVID-19, with acquittal to take place as per the Guidelines and Eligibility Criteria. The Applicant is:

- 08/2020: The Burton Community Centre Inc.

Funding for Events Postponed as a Result of COVID-19

2.8 One (1) successful Applicant that was approved funding at the January 2020 round, 01/2020: Druk International Shito-Ryu Karate Do Association – Australia Inc., has advised that their event/program has been postponed until further notice as a result of COVID-19.

2.9 It is recommended that the Druk International Shito-Ryu Karate Do Association – Australia Inc. acquittal be extended by six (6) months and otherwise acquitted as per the Guidelines and Eligibility Criteria.

Successful Applicants Prior to January 2020 Round

2.10 It is expected Applicants approved funding prior to the January 2020 Round will acquit as per the Guidelines and Eligibility Criteria as all events funded have taken place and are not impacted by COVID-19.

Applications Received Effective May 2020 Round

2.11 To date there have been no (0) Community Grants Program applications received for the May 2020 round.

2.12 It is recommended that the Community Grants Program funding is suspended as a result of the circumstances outlined in section 2.6 of this report, until further notice, and to take effective 15 April 2020, subsequent to the following Motion on Notice (inter alia) which is to be reported to the Budget and Finance Committee in April 2020:

(e) ***Motion on Notice: Minimising the financial impact to our sporting and community clubs impacted by COVID19***

2.2 The report to include advice on Repurposing the Community Grants program, Youth Sponsorship program and Community event grants into recovery grants for affected clubs (recovery grants may be used for events).

Resolution Number 0443/2020; 23/03/2020

2.13 Notification will be placed on the City of Salisbury website informing Applicants that the Community Grants Program is suspended until further notice as a result of the COVID-19 outbreak, and when applicable, include information relating to recovery grants.

April 2020 Round

2.14 Eight (8) applications are presented for the April 2020 round of Community Grants for consideration, and listed below:

2.14.1 35/2019: Sampaguita Dance Group Inc.¹
Agenda item 7.2.2; Sport, Recreation and Grants Committee; 14/04/2020

2.14.2 05/2020: About SA²
Agenda item 7.2.3; Sport, Recreation and Grants Committee; 14/04/2020

2.14.3 10/2020: Rowe Park United Inc.
Agenda item 7.2.4; Sport, Recreation and Grants Committee; 14/04/2020

2.14.4 11/2020: Mawson Lakes Cricket Club Inc.
Agenda item 7.2.5; Sport, Recreation and Grants Committee; 14/04/2020

2.14.5 12/2020: Ingle Farm Junior Soccer Club Inc.
Agenda item 7.2.6; Sport, Recreation and Grants Committee; 14/04/2020

2.14.6 13/2020: United Way South Australia Inc.
Agenda item 7.2.7; Sport, Recreation and Grants Committee; 14/04/2020

2.14.7 14/2020: Salisbury Villa Sports and Social Club Inc.
Agenda item 7.2.8; Sport, Recreation and Grants Committee; 14/04/2020

2.14.8 15/2020: Northern Districts Athletics Club Inc.
Agenda item 7.2.9; Sport, Recreation and Grants Committee; 14/04/2020

2.15 The Community Grant Funding budget allocation for 2019/2020 is \$112,000.

2.16 The money committed to the one (1) compliant application for the April 2020 round, if approved, is **\$5,000.00**. Funding is not recommended for the remaining seven (7) applications submitted for the April 2020 round due to the uncertainty of timeframes around social distancing as a result of the COVID-19 outbreak, and the subsequent temporary closure of many businesses.

- 2.17 The remaining balance of the grant funding, that can be repurposed as outlined in Resolution Number 0443/2020; 23/03/2020 in section 2.12 of this report, if the one (1) application is approved, is **\$9,991.00**.
- 2.18 It should be noted that the amount of funding requested in total by the remaining seven (7) applications outlined in section 2.13 of this report is \$26,305.00. Under normal circumstances and providing the applications met the Guidelines and Eligibility Criteria and subsequently funding was approved, the remaining balance of grant funding would have been in deficit **-\$11,314.00**.

3. CONCLUSION / PROPOSAL

- 3.1 Eight (8) Community Grants Program applications are submitted for consideration at the Sport, Recreation and Grants Committee meeting in April 2020.
- 3.2 Recommendations are provided for the administration of Community Grants Program funding as a result of the COVID-19 outbreak.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020

Effective 01 September 2019



Community Grants Program

Guidelines and Eligibility Criteria



Live it up

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City of Salisbury Community Grants Program Guidelines and Eligibility Criteria

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

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

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

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

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

1. Introduction

- 1.1. The City of Salisbury, through its Community Grants Program, aims to encourage, develop and support community projects and events that provide a service to residents of the City of Salisbury, which foster opportunities for community participation and development.
- 1.2. The guidelines contained within this document outline the types of projects and events that will be considered for community grant funding. Eligible organisations or groups are invited to apply for up to \$5,000 to assist with projects and events:
 - Community Grants are bound to an upper limit of **\$5,000.00**;
 - For new groups an establishment grant may be available which is limited to a maximum of \$2,500 for an unincorporated (not-for-profit) group and \$5,000 for an incorporated group.
 - Up to \$2,000 funding towards the purchase of a Defibrillator.
- 1.3. The Sport Recreation and Grants Committee may choose to allocate funding at an amount less than the maximum at its absolute discretion.
- 1.4. The Community Grants Program is open for applications year round and applications are submitted monthly.

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

2. Submitting an Application

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

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

3. Community Grants Program Aim and Objectives

Aim

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

Objectives

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

4. Funding Rounds Opening and Closing Dates

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

5. Community Grants Program Categories

Community Grants Program funding is available under the following categories:

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

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

6. Types of Community Grants and Amount of Funding

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

- Community Grant – Event: up to \$5,000 per year
- Community Grant Event – Christmas Carols: up to \$5,000 per year
- Community Grant – Project: up to \$5,000 per year
- Community Grant – Defibrillator: one-off funding up to \$2,000 (*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);

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- 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.

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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.

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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).

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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.

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- 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.

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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.

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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).

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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. |

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ATTACHMENT C – Unlikely Funded Project and Event Examples

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

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

Examples of items ineligible for funding through the Community Grants Program

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

Community Grants Program Application Guidelines and Eligibility Criteria – Attachment C
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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 | 7.2.2 | | |
| | SPORT, RECREATION AND GRANTS COMMITTEE | | |
| DATE | 14 April 2020 | | |
| PREV REFS | Sport, Recreation and Grants Committee | 7.2.3 | 02/12/2019 |
| HEADING | 35/2019: Sampaguita Dance Group 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 Sampaguita Dance Group Inc. Application is submitted to the Sport, Recreation and Grants 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 did **not** allocate funding for the April 2020 round of Community Grants for Grant No. 35/2019: Sampaguita Dance Group Inc.

ATTACHMENTS

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

1. 35/2019 Sampaguita Dance Group Inc. - Application
2. 35/2019: Sampaguita Dance Group Inc. - Additional Information

1. BACKGROUND

- 1.1 Sampaguita Dance Group Inc. received \$1,969.85 Community Grants Program funding in August 2013 for the purchase of three mirrored robes to store costumes.

2. REPORT

- 2.1 The Sampaguita Dance Group Inc. Application was originally received for the December 2019 round of Community Grants Program funding however the Application was incomplete and required further information as follows:
- Evidence that the Committee/Board has endorsed submission of the Community Grant Application was not provided;
 - A detailed, current quote was not provided;
 - The attachments listed in the Application were not received;
 - The Application Declaration was not signed and dated by the signatories;
 - Further information was requested around the number of youth that have been engaged or expressed interest in the project and how many of those reside in the City of Salisbury.
- 2.2 The further information has been received and is submitted to the Sport, Recreation and Grants Committee for consideration.
- 2.3 Funding is not recommended as a result of the COVID-19 outbreak outlined in the Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19 Outbreak report, Agenda number 7.2.1, 14/04/2020.

3. CONCLUSION / PROPOSAL

- 3.1 The Sampaguita Dance Group Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020



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: | <i>Sampaguita Dance Group Inc.</i> | | |
| Address: | ██████████ | | |
| Suburb: | <i>Salisbury Downs</i> Postcode: <i>5108</i> | | |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | | |
| Name: | <i>Ms Filomena Jasmin Thomas</i> | | |
| Title (your role with the group/organisation): | <i>Chairperson/Cultural Coordinator</i> | | |
| Address: | ██████████ <i>5108</i> | | |
| Phone: | Landline: - Mobile: ██████████ | | |
| Email: | | | |
| 3. COMMUNITY GRANT RESPONSIBILITY | | | |
| Name of Person Responsible for the Grant: | <i>Mr Ben-Hur Winter</i> | | |
| Title (role with the group/organisation): | <i>Member, dancer, choreographer; aspiring committee member</i> | | |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | | | |
| How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i> | <i>Incorporated Community Group</i> | | |
| Is your organisation: | | | |
| a) Incorporated: | <table border="0"> <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: | <i>A40658</i> | | |
| b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i> | <table border="0"> <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 c)</td> </tr> </table> | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question c) |
| Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question c) | | |
| Parent Organisation | | | |
| Name: | <i>Filipino Settlement Coordinating Council of South Australia Inc.</i> | | |
| ASIC Registration Number: | <i>A37675</i> | | |

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>Donations from fundraising, performance & community events</i> | |
| f) Purpose: | <i>Preserving/promoting music & cultural dances from the Philippines</i> | |
| g) Other (please specify): <i>In-kind support, volunteerism,</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>Sampaguita Dance Group Inc</i> <i>*do not provide account or BSB numbers*</i> | Financial Institution Name: [REDACTED] | |
| | Branch Location: [REDACTED] | |
| 6. REFEREE INFORMATION | | |
| <i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i> | | |
| Referee's Name: | <i>Aida Garcia</i> | |
| Referee's Contact Information: | [REDACTED] | |

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

Community Grant Application - Page 4 of 13

| GST Declaration | | |
|--|---|--|
| I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status. | | |
| Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 9 3 4 9 0 9 7 1 3 0 0 - - - - - <i>(If No, the ABN Declaration Form attached must be signed)</i> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your group/organisation registered for GST | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i> | | |

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

Community Grant Application - Page 5 of 13

| Project/Event Budget Information | |
|--|---|
| Will the project or event generate income (e.g. ticket sales, entry fee etc.)? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <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> | \$ 960 <i>Gold coin donations from participants @ \$2ea x 20 participants for 24 weeks</i> |
| 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): | \$ 960 |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | <i>Choreographer, dance coach & tutor 24 x 90 minute sessions @ \$75 per session equivalent to \$1,800 contributed in-kind; Car pooling for pick-ups and drop-offs @ \$30 per session x 10 vehicles for 23 weeks equivalent to \$7,200 in-kind; Merienda/snack provisions @ \$500 in-kind</i> |
| EXPENSES <small>(specify the proposed expense budget by item:)</small> | \$ AMOUNT |
| <i>Artistic coordinator and transport allowance</i> | <i>\$ 1,000</i> |
| <i>Hall hire for dance workshops</i> | <i>\$ 659</i> |
| <i>Graphic design and printing</i> | <i>\$ 300</i> |
| <i>Group T-shirt printing</i> | <i>\$ 400</i> |
| <i>Girls/boys costumes & locally sourced fabric</i> | <i>\$ 1,500</i> |
| <i>Merienda/snack for after dance practice</i> | <i>\$ 1,141</i> |
| TOTAL (including GST): | \$ 5,000 |

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: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | <i>Sampaguita Youth Dance Ensemble (SYDE)</i> |
| Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i> | <i>Ongoing with proposed key dates: 13-6-20; 17-10-20; 24-10-20 (tbc)</i> |
| Total cost of Project/Event | <i>\$ 5,000</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? | |
| <input type="checkbox"/> There are no relevant attachments. | <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. <i>Support Letter from FACSI</i> 2. <i>Support Letter from FSCCSA</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 checked="" type="checkbox"/> |
| Culture / Arts | <input checked="" type="checkbox"/> |
| Sport / Recreation | <input type="checkbox"/> |
| Environment | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> |
| Youth | <input checked="" type="checkbox"/> |
| Crime Prevention | <input type="checkbox"/> |
| Aged | <input type="checkbox"/> |

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Community Grant Application - Page 7 of 13

| Project/Event Details | | |
|--|---|---|
| Previous Community Grants Program Funding | | |
| Has your Organisation previously received a Community Grant? <i>(if Yes – when, amount granted and what the grant was for)</i> | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i> |
| When was the Grant funding received (month & year): | | |
| What amount of Grant funding was provided: | | |
| When was the previous Grant acquitted (month & year): | | |
| Group/Organisation Information | | |
| Group/Organisation Name | <i>Sampaguita Dance Group Inc.</i> | |
| Group/Organisation Description | <i>Preservation/promotion of cultural dances & music from the Philippines</i> | |
| Group/Organisation Registered Address | Number/Street: [REDACTED] Suburb: <i>Salisbury Downs</i> Postcode: <i>5108</i> | |
| Is the Club Incorporated? | <i>Yes</i> | |
| Number of Members | <i>72</i> | |
| % of Membership that reside in the City of Salisbury | <i>90 %</i> | |
| Project/Event Details | | |
| Project/Event Name | <i>Sampaguita Youth Dance Ensemble (SYDE)</i> | |
| Project/Event Summary | <i>A youth dance ensemble that can showcase diverse dance styles.</i> | |
| Date(s) of Project/Event | <i>Ongoing and 13-6-20; 17-10-20; 24-10-20</i> | |
| Location of Project/Event: | Number/Street: <i>2-8 Main Street</i> Suburb: <i>Mawson Lakes</i> Postcode: <i>5095</i> | |
| How will the Project/Event benefit the residents of the City of Salisbury? | <i>Youth ensemble workshops will be held in the City of Salisbury</i> | |
| How many individuals will benefit from the Project/Event? | <i>20 20 core members from which 10-15 will be given the opportunity to perform to potential audiences 9250-5,0000.</i> | |
| % of project/event participants that reside in the City of Salisbury | <i>75 % The SDGI committee and artistic coordinator will aim to accrue 15 group members from the City of Salisbury.</i> | |
| If it is an Event, is it open to the public? | <i>Yes The performance outcomes will be open to the public</i> | |
| How will the Project/Event be promoted? | <i>Flyers/posters; social media; word of mouth; community circulars</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> | |
| Artistic coordinator and transport allowance | \$ 1,000 |
| Hall hire for dance workshops | \$ 659 |
| Graphic design and printing | \$ 300 |
| Group T shirt printing | \$ 400 |
| Girls/boys costumes including fabric | \$ 1,500 |
| Pancit/snack for after dance practice | \$ 1,141 |
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| TOTAL (including GST): | \$ 5,000 |
| 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

Project or Event Scope

Provide a description of the proposed project or event:

The name 'Sampaguita' comes from the Sampaguita flower which is the national flower of the Philippines. The Sampaguita Dance Group Inc. is the most popular and highly recognised dance group in South Australia who perform at multicultural events, nursing homes, weddings, birthdays and Filipino events all around Adelaide and regional South Australia. They have received many awards, trophies and certificates since forming in 1997 including 'Outstanding Community Organisation of the Year' at the 2014 Filipino Communities Council of Australia (FILCCA) Awards and Gala Dinner in Sydney. Originally formed as a hobby group by Filipino mothers and their children to help preserve and carry on the traditions specifically behind the oral transmission of Filipino Folk Dancing, the Sampaguita Dance Group has a captivating repertoire of dances from all the regions of the Philippines. The group has presented and performed in numerous 'dance spectaculars', countless community events, functions and festive occasions all while becoming renowned for their beautiful and colourful costumes and props. To help preserve and promote these cultural dances and music we would like to encourage the participation of the next generation of families and community members through this application which will focus on a project entitled the 'Sampaguita Youth Dance Ensemble (SYDE)'. For this project the committee members will appoint Sampaguita Dance Group member, dancer and choreographer Ben-Hur Winter to research, assist and train a target of 20 Filipino-Australian youth between the ages of 13 and 25 teaching them a minimum of 4 traditional Filipino folk dances that may include Tiklos, Carinosa, Subli, Itik-Itik and Tinikling. Group meetings for the SYDE will take place once per week in 90 minute dance workshops for a project duration period of 24 weeks. Each session will comprise of group warm-up exercises, movement skills training and learning the set choreography of each selected dance. As with dance in general, cultural and folkloric dancing offers many benefits for participants, practitioners and performers alike from mind-body connections and skills acquisition to physical fitness, social etiquette, team building and community development. If successful the 24 weeks (equivalent to 6 months) will allow the ensemble members to get to know each other and begin to familiarise with the dances while working on their presentation and performance skills in ample time leading up to proposed performance outcomes in 2020. These performance outcomes are initially: Saturday 13 June for the 122nd Philippine Independence Day and Filipino Achievers Awards; Saturday 17 October for the Filipino Communities Council of Australia's (FILCCA) National Conference Gala Dinner and Saturday 24 October (tbc) for the Philippine Fiesta of South Australia among others.

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. 121st Philippine Independence Day Dinner Dance poster
 2. 15th FILCCA National Conference poster
 3. Philippine Fiesta of SA 2018 poster

Benefits and Outcomes of the Project or Event

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

The Sampaguita Dance Group Inc. has been based in the City of Salisbury for more than 20 years since first forming in the late 1990's. Now with a membership of over 70 life members from Filipino families mostly from the local area as well as from other neighbourhoods around the metropolitan regions, community members gather to participate in weekly dance practice sessions held privately at committee members' homes, together with monthly committee member meetings and birthday get togethers, theme parties, annual fundraising events for Valentine's Day, Mother's Day and Father's Day plus a free family and friends Christmas Picnic and Christmas Dinner Dance. These activities play a vital and valuable role in the lives of Filipino-Australians and with our families and friends which in turn create affective social and civic value within broader networks and the wider communities in which we associate. The Sampaguita Youth Dance Ensemble (SYDE) will meet regularly on a weekly basis in the City of Salisbury with the aim of bringing up 20 young people/Filipino-Australian youth to the area to participate in the proposed weekly cultural dance workshops. This will prepare them to not only participate and perform in major events/festivals in the wider community but also for other local family, friends and community gatherings.

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>The Sampaguita Youth Dance Ensemble (SYDE) project will be supported by the families and friends of project participants as well as by the Sampaguita Dance Group Inc's membership base residing both within the City of Salisbury and surrounding neighbourhoods. This support network may also include affiliate community groups like Filipino-Australian Community Services Inc. (FACSI) and parent organisation the Filipino Settlement Coordinating Council of South Australia Inc. (FSCCSA). Project support may include assistance with sourcing, getting in contact with and selection of potential project participants; weekly car-pooling to assist with pick-ups and drop-offs of project participants; encouragement and moral support from family, friends and networks during dance workshops and practice sessions together with a general duty of care that Filipinos are often recognised for to ensure that group members and project participants are fostered in a safe and nurturing environment.</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>Letter of Support from FACSI</i> 2. <i>Letter of Support Sampaguita Dance Group Inc.</i> 3. <i>Letter of Support from FSCCSA Inc.</i> |

| Project or Event Management |
|--|
| <p><u>Ongoing Projects or Events</u></p> <p>Describe how the proposed project or event will be managed into the future: <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>Describe how the proposed project or event will be managed: <i>(outline how you will achieve outcomes for the project or activity)</i></p> <p><i>The committee members of the Sampaguita Dance Group Inc. may nominate life member, dancer and choreographer Ben-Hur Winter to continually voluntarily manage Sampaguita Youth Dance Ensemble (SYDE) projects to help preserve and promote treasured cultural dances and music from the Philippines. This may be inclusive of regular periodic dance workshops to constantly continue to improve the dances; source and provide relevant presentation and performance opportunities as well as to try out, discover and learn about other diverse dance styles and techniques. Sustainability will be sought by constantly encouraging group members and project participants to continually support one another; by creating a project livelihood network through associated families, friends, networks and peers together with Sampaguita Dance Group Inc's members' networks and associates; conducting fundraising activities, grant making initiatives and sponsorship opportunities; along with the help of responsible, design savvy online and social media communication.</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 Sampaguita Dance Group Inc. *(Group/Organisation)*

| | | |
|---|-----|---|
| <p>Filomena J.Thomas / Chairperson <i>(Name/Position)</i></p> <p>_____</p> <p><i>(Signature 1)</i></p> <p>_____</p> <p><i>(Date)</i></p> <p>Contact (phone number): XXXXXXXXXX</p> | and | <p>Cholly Winter / Secretary <i>(Name/Position)</i></p> <p>_____</p> <p><i>(Signature 2)</i></p> <p>_____</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



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



Filipino Settlement Coordinating Council of South Australia Inc.

"Celebrating and embracing our vibrant Aboriginal and multicultural communities" 2036

23 - 10 - 2019

Supporting the integration and development of the community in SA

2019-2021 FSCCSA
OFFICE BEARERS

- Chairperson*
Ben-Hur Winter
- Deputy Chairperson*
Jan Lawrence Noya
- Secretary*
Marilyn Jorolan Linn
- Assistant Secretary*
Joy Goodridge
- Treasurer*
Carlota Mendoza
- Assistant Treasurer*
Gerry Mendoza
- Business Manager*
Luz Pore Shields
- Press Relations Officer*
Holly Winter
- Auditor*
Rosaida Stenevekius
- FILCCA Liaison Officer*
Cynthia Vallejo

Founding Chair and Adviser
Aida Garcia

Adviser
Joe Borlagdan

City of Salisbury
Community Grants Program
12 James Street
SALISBURY SA 5108
Email: city@salisbury.sa.gov.au

Re: Sampaguita Youth Dance Ensemble (SYDE)

To Whom It May Concern,

I am writing to you on behalf of the Filipino Settlement Coordinating Council of South Australia Inc. (or FSCCSA) about a Community Grant Application submitted by member group the Sampaguita Dance Group Inc. for a project entitled 'Sampaguita Youth Dance Ensemble (SYDE)'.

The FSCCSA is recognised by the Filipino Communities Council of Australia (or FILCCA) as the South Australian peak body organisation and continually aims to be instrumental at raising the profile of Filipino-Australians and to celebrate their achievements and contributions.

As a Management Committee member and current Deputy Chairperson of the FSCCSA, we wholeheartedly support this project and grant application which aims to encourage the participation of the next generation of families and community members to help preserve and promote the music and treasured cultural dances from the Philippines.

Aside from bringing up to 20 young Filipino-Australians along with their families and friends to the City of Salisbury for weekly dance and creative workshops, the proposed performance outcomes are noteworthy occasions supported by the FSCCSA. The events/festivals would considerably benefit from these cultural highlights and youth participation.

For any further information or if you would like to get in touch with me about the project you can contact me by email at jnoya17@gmail.com or by mobile on 0468601532, thank you.

Yours Sincerely,

Jan Lawrence Noya
Deputy Chairperson, FSCCSA

Filipino Settlement Coordinating Council of SA Inc. 4 Clay Court Pennington SA 5013
Mob: 0406874966 | Email: benhur.winter@fscssa.org.au | Web: www.fscssa.org.au / facebook.com/FSCCSA

Registered with the Australian Charities and Non-profits Commission (ACNC)



FILIPINO-AUSTRALIAN COMMUNITY SERVICES INC.

P. O. BOX 24 ROSEWATER EAST SA 5013

Chairperson – Redelia Terrison Mobile No. [REDACTED]

Secretary – Cholly Winter Mobile No. [REDACTED]

24-10-19

City of Salisbury
Community Grants Program
12 James Street
SALISBURY SA 5108
Email: city@salisbury.sa.gov.au

Re: City of Salisbury Community Grant Application to support the Sampaguita Youth Dance Ensemble (SYDE) project
To Whom It May Concern,

I write you on behalf of Filipino-Australian Community Services Inc. in support of a Community Grant Application proposed by our affiliate the Sampaguita Dance Group Inc. for their project entitled 'Sampaguita Youth Dance Ensemble (SYDE)'

This endeavour and project will greatly benefit South Australian youth and young people from a Filipino background that reside in the City of Salisbury and surrounding neighbourhoods by encouraging them to re-connect with their family/cultural heritage and community through treasured Philippine cultural dances.

Through music and dance, the proposed 20 participants will explore working individually and collaboratively while developing team building skills, self-esteem, creativity and confidence. This may be applicable in other aspects of their lives to help them to feel more connected while developing a sense of belonging and to continually promote positive life experiences.

The Filipino-Australian Community Services Inc. is a volunteer managed organisation established in 1999 with the vision to provide, promote, coordinate, advocate and link social, religious, welfare, health, educational and cultural services that are responsive to the needs of Filipino-Australians.

Our Committee, member families and associated networks wholeheartedly endorse this project which aims to foster inter-generational support between young people from Filipino backgrounds, their peers and parents, and older generation Filipino-Australians. This is an important community and culturally restorative initiative that can help create a stronger sense of belonging, build resilience and further develop our capacity as a growing community.

For any further information or if you would like to get in touch about the project, may I invite you to contact me by email at redelia.terrison@gmail.com or by mobile telephone on [REDACTED] thank you.

Yours Sincerely,

Redelia Terrison
Chairperson, Filipino-Australian Community Services Inc. (FACSI)



ABN: 93 490 971 300

12-12-19

Community Grants Program
City of Salisbury
12 James St. Salisbury SA 5108
Email: city@salisbury.sa.gov.au

Re: Letter from the City of Salisbury Community Grants Program requesting further written information.

Dear Community Grants Program Panel,

Thank you for your letter dated 18 November informing of the further written information required pertaining to the Sampaguita Dance Group Inc's Community Grant Application entitled 'Sampaguita Youth Dance Collective (SYDC)'. Please refer to the responses as enclosed herein and kindly be informed that Mr. Ben-Hur Winter has been assigned as the contact person for this grant application on behalf of Sampaguita Dance Group Inc.

'Page 3, evidence that the Committee/Board has endorsed submission of the Community Grant Application', see attached extract from the minutes of the organisation's November monthly meeting.

'Page 9, a detailed current quote for current/revised items requested for funding' is submitted accompanying this letter with a revised page 6 pertaining to 'Project/Event Budget Information'.

'Page 10, the three attachments listed relating to the Project or Event Scope' are enclosed in the following pages of this letter. Please note that the third attachment is a more recent Philippine Fiesta of SA 2019 poster.

'Page 11, Letter of Support Sampaguita Dance Group Inc.' is submitted accompanying this letter.

This additional information is provided as requested to be submitted within three (3) months of receipt of the original application. For any further concerns please kindly contact Ben-Hur Winter by mobile telephone on [REDACTED] or through email at [REDACTED], thank you.

Yours Faithfully,


Filomena Jasmin Thomas
Chairperson/Cultural Coordinator
Sampaguita Dance Group Inc.



6th February 2020

Ben-Hur Winter
Contact Person
Community Grant Application
For Sampaguita Dance Group Inc.

Re: Sampaguita Youth Dance Ensemble

Dear Ben-Hur,

Please find excerpt of the minutes of meeting where the application for the Community Grant Proposal entitled Sampaguita Youth Dance Collective (SYDC) was taken up and discussed by members of the Management Committee of Sampaguita Dance Group Inc.

Item 4.3 Minutes of Management Committee Meeting dated 23rd October 2019

The proposal to apply for the Community Grant application entitled Sampaguita Youth Dance Collective (SYDC) was moved to be accepted.

Moved by: Min Thomas Seconded by: Cora Budnik Carried

I hope that this will complete the additional information needed for the application.

Thank you

Yours sincerely

A handwritten signature in black ink, appearing to read 'Maria Consuelo Winter', is written over a faint, light-colored background.

Maria Consuelo Winter
Secretary
Sampaguita Dance Group Inc.

121st
PHILIPPINE
INDEPENDENCE DAY
DINNER DANCE

6pm - 12am
Saturday 15th June 2019
Slovenian Hall: 11 la Salle
St. Dudley Park

Tickets: \$40 includes
2 course meal and
complimentary drinks
until 10:30pm.

Attire: Filipiniana, After 5
or Formal Wear

Filipino Settlement Coordinating Council Of South Australia Inc.
State Peak Body of Fiipino Organisations

CONTACT
Letty De La Cerna 0404163497, Marilyn Linn 0435371619, Cholly Winter
0406951424, Lot Mendoza 0434032697, Aida Garcia 0401770278,
Joy Goodridge 0430508705, Ben-Hur Winter 0406874966



Filipino Communities Council of Australia, Inc.

15th National Conference

19th - 21st October 2018

and

Youth Summit

19th October 2018

Novotel Perth

221 Adelaide Terrace,
Perth, WA

For Sponsorships/Registration
Please Contact:

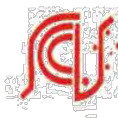
Bobby Lastica: 0487 262 441
Cecilia Flores: 0433 990 098
Dante Marriabay: 0404 038 483

*Strengthening Communities through
Unity and Service*

Photo Credit: Furiousx | Graphic Design: DESIGNAH



In affiliation with:





Saturday 26 October 2019

Western Oval, King's Reserve, Torrensville 5031 11am—4pm

Thanksgiving Mass at Queen of Angels Church, 141 South Road, Thebarton 5031 at 10.30am

Sponsored by SA Government and City of West Torrens

REVISED BUDGET and GRANT MONEYS REQUESTED

| 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 <small>(specify the proposed income budget by item)</small> | \$ 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> | \$ 960 Gold coin donations from participants @ \$2ea x 20 participants for 24 weeks |
| 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): | \$ 960 |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | <i>Choreographer, dance coach & tutor 24 x 90 minute sessions @ \$75 per session equivalent to \$1,800 contributed in-kind; Car pooling for pick-ups and drop-offs @ \$30 per session x 10 vehicles for 23 weeks equivalent to \$7,200 in-kind; Merienda/snack provisions @ \$500 in-kind</i> |
| EXPENSES <small>(specify the proposed expense budget by item)</small> | \$ AMOUNT |
| Laptop and printer | \$ 888 |
| Hall hire for dance workshops | \$ 660 |
| Graphic design and printing | \$ 450 |
| Group T-shirt printing | \$ 400 |
| Girls/boys costumes & locally sourced fabric | \$ 1,500 |
| Merienda/snack for after dance practice | \$ 4,152 |
| TOTAL (including GST): | \$ 5,000 |

(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>A detailed, current quote must be provided. Please attach a separate sheet if there is insufficient space.</i> | |
| Laptop and printer | \$ 838 |
| Hall hire for dance workshops | \$ 660 |
| Graphic design and printing | \$ 450 |
| Group T shirt printing | \$ 400 |
| Girls/boys costumes including fabric | \$ 1,500 |
| Pancit/snack for after dance practice | \$ 1,152 |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL (including GST): | \$ 5,000 |
| Quote Attached: <i>A detailed, current quote must be provided with the application.</i> | <input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i> |

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

QUOTATIONS

Buy HP 250 G7 15.6inch Celeron Laptop | Notebooks | Scorptec Computers

Page 1 of 1



HP



HP 250 G7 15.6inch Celeron Laptop

Warranty: 1 year

HP 250 G7 Laptop, Celeron N4000, 4GB (1x 4GB) RAM, 500GB HDD, 15.6inch HD, Intel UHD Graphics 600, DVDRW, WiFi, BT, Webcam, 3-Cell Battery, 1.96kg, Win10 Home

Delivery: In Stock

Store Pickup: Check Availability

\$429.00

Features

Specs

Enquiry

Also Bought

Review

https://www.scorptec.com.au/product/Notebooks/Notebooks/29724-6VV94PA?gclid=Cj0... 7/01/2020

QUOTATIONS

Buy HP OfficeJet 250 Mobile All-in-One Inkjet Multifunction Printers | Scorptec Computers Page 1 of 2



GHP



HP OfficeJet 250 Mobile All-in-One Inkjet Multifunction

CZ992A

Warranty: 1 year

HP OfficeJet 250 Mobile All-in-One Inkjet Multifunction, Print/Copy/Scan, Up to 1200dpi, Up to 19ppm, LCD, 50-Sheet Input Capacity, 1x USB, WiFi Direct, WiFi

Claim \$50 Cashback plus go into the draw to win a \$5000 VISA Gift Card if purchased before March 31st 2020 (T&C's Apply)

Delivery: In Stock

Store Pickup: [Check Availability](#)

\$399.00

Features

Specs

Enquiry

Also Bought

Related

<https://www.scorptec.com.au/product/Printers/Inkjet-Multifunction/69284-CZ992A>

7/01/2020

QUOTATIONS

11.6" 13.3" 14" 15.6" Candy Laptop Cover Sleeves Shockproof Case for Macbook Surface HP Page 1 of 11

English Français Español Deutsch Italiano Português Türkçe Pусский Nederlands



Mobile App

Light in the box

All Categories

Flash Sale

New Products

2020

Home & Garden

Electronics

Home > Computer & Office > Computer Peripherals > Laptop Accessories > Sleeves, Cases & Covers

11.6" 13.3" 14" 15.6" Candy Laptop Cover Macbook/Surface/HP/Dell/Samsung/Sony



AUD ~~10.95~~ \$9.95

Earn additional 1% cash rewards on all orders

5% OFF (buy ≥10 Items) 10% OFF (buy ≥20 Items)

20% OFF (buy ≥200 Items) on Sleeves, Cases & Covers

Color

Black Green Rose Rose Red Evergreen Dark

Size

14inch 15inch 13inch 11inch

Ship to

Processing Time Ships in 24 hours

Shipping Time: Expedited: Express 1-7 business d

Qty:

1

(206)

Photo by Supplier

Report Copyright Infringement

You May Also Like

GET IT NOW

https://www.lightinthebox.com/en/p/11-6-13-3-14-1-15-6-inch-candy-laptop-cover-sleeves-shock... 7/01/2020

QUOTATIONS

[Redacted]
Benhur Winter [Redacted]

Re: Sampaguita Youth Dance Ensemble

Message

[Redacted] 29 January 2020 at 22:08
To: Benhur Winter [Redacted]
Cc: [Redacted]

Hi Ben-Hur,

Attention to: Sampaguita Dance Group Inc.
[Redacted]
Salisbury Downs, South Australia 5108.

Re: Sampaguita Youth Dance Ensemble (SYDE)

I am writing this letter to confirm that Adelaide Career & Training Pathways Australia and Adelaide Culture Filipino is happy to do the Filipino Hospitality Catering for the Sampaguita Youth Dance Ensemble (SYDE).

- As discussed on the quote request specifications:
- *Home style cooked merienda/snack
- *Weekly budget \$48.00 per week x 24 weeks
- Total = \$1,152.00
- *Proposed Dates: Wednesdays 29 April 2020 to 14 October 2020 (TBC)
- Covers: 20 pax only

Menu choices will be discussed each week prior to the food preferences or requests.

Kind regards,

[Redacted Signature]

Item 7.2.2 - Attachment 2 - 35/2019: Sampaguita Dance Group Inc. - Additional Information

QUOTATIONS

ROOM HIRE RATE - THE MAWSON CENTREQuote Only: Expires 30th Feb 2020

Re: Fee Schedule Mawson Centre
 For: Sampaguita Dance Group Inc.
 Today's Date: 29th January 2020
 Contact Name: Ben-Hur C. Bulos Winter
 Contact Telephone: N/A
 Proposed dates of Booking: 29th April to 14th October 2020
 Address: [REDACTED] Salisbury Downs SA 5108
 Email: [REDACTED]

| Rooms | Charge (inc GST) | Notes |
|----------------------|--|---|
| 1 Room | \$27.50 per week x 24 weeks of hire | Room hire: 3 hours or less Invoiced Termly |
| Total Rent: \$660.00 | | |

The Mawson Centre is not responsible for any equipment left in the room
 All rooms should be left in a clean and tidy state and the hirer is responsible for any damage.
 Music is not allowed to be played during working hours (9am-5pm Monday to Friday)
 Please notify us of any cancellations.
 Security is available out of hours.
 If required, please ring 8302 3333 or use phone next to elevator

Please sign below & email back to Andrew Murray, Co-ordinator of Mawson Centre

Regards

City of Salisbury
 The Mawson Centre
 2-8 Main St
 MAWSON LAKES SA 5095

Ph. 83025449 [REDACTED]

I, Ben-Hur Winter agree to this Brokerage Fee

Signed *Ben-Hur Winter* Dated 29-1-2019

QUOTATIONS



ARTIST VOUCHER

(Quotation) Received From | Paid To: Sampaguita Dance Group Inc.
 Address: [Redacted] Salisbury Downs SA 5108
 The sum of: One thousand five hundred dollars
 (AUD \$ 1,500.00) Sampaguita Youth Dance Ensemble
Costume fabrics, design and construction

Date 10-1-20

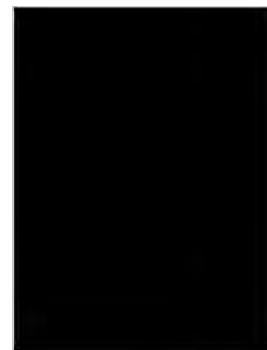
TRANSACTION DETAILS

| Items | Description | Unit Price | Amount |
|-----------|---|-----------------|-----------------|
| 1 | Mechanical stretch weave print polyester 2.5m @ \$8.00 per metre x 20 dancers | 8.00 | 400.00 |
| 2 | Mechanical stretch gold 2.5m @ \$8.00 per metre x 20 dancers | 8.00 | 400.00 |
| 3 | Design and construction of 10 x girls blouses, 10 x girls skirts; 10 x boys tops, 10 x boys trousers; total 40 costume garments | 17.50 | 700.00 |
| Sub-total | | | 1,500.00 |
| | | GST | |
| | | TOTAL \$ | 1,500.00 |

Noted by Ben-Hur Winter

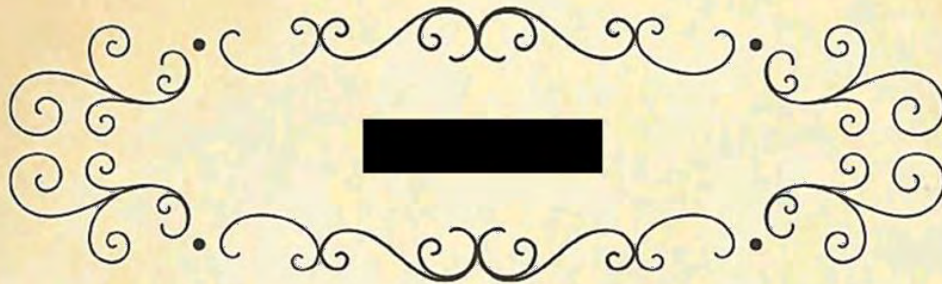
Signature *Ben-Hur Winter*

ABN [Redacted]



N^o 0010012020

QUOTATIONS



Bill To

Sampaguita Dance Group, Inc.
 Youth Dance Ensemble
 c/o Benhur Winter

Quote Date

11/01/2020

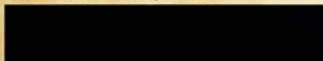
Quote # 102

| QTY | DESCRIPTION | UNIT PRICE | AMOUNT |
|--------------------|--|------------|-----------------|
| 10 | Size L 10 pcs t-shirts with SYDE design | 20.00 | 200.00 |
| 10 | Size XL 10 pcs t-shirts with SYDE design | 20.00 | 200.00 |
| QUOTE TOTAL | | | \$400.00 |



Terms & Conditions

Thank you for your inquiry, we accept 50% deposit upon booking and balance will be on the delivery date.
 PIs transfer or deposit to:





2036

Filipino Settlement Coordinating Council of South Australia Inc.

"Celebrating and embracing our vibrant Aboriginal and multicultural communities"

11 - 12 - 2019

Supporting the integration and development of the community in SA

2019-2021 FSCCSA OFFICE BEARERS

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City of Salisbury
Community Grants Program
12 James Street
SALISBURY SA 5108
Email: city@salisbury.sa.gov.au

Re: Sampaguita Youth Dance Ensemble (SYDE)

To Whom It May Concern,

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The FSCCSA is recognised by the Filipino Communities Council of Australia (or FILCCA) as the South Australian peak body organisation and continually aims to be instrumental at raising the profile of Filipino-Australians and to celebrate their achievements and contributions.

As a Management Committee member and current Deputy Chairperson of the FSCCSA, we wholeheartedly support this project and grant application which aims to encourage the participation of the next generation of families and community members to help preserve and promote the music and treasured cultural dances from the Philippines.

Aside from bringing up to 20 Filipino youth along with their families and friends to the City of Salisbury for weekly dance and creative workshops, 10 of whom reside in the local area, the proposed performance outcomes are noteworthy occasions supported by the FSCCSA. The events/festivals would considerably benefit from these cultural highlights and youth participation.

For any further information or if you would like to get in touch with me about the project you can contact me by email at [redacted] or by mobile on [redacted] thank you.

Yours Sincerely,

Jan Lawrence Noya
Deputy Chairperson, FSCCSA

Filipino Settlement Coordinating Council of SA Inc. 4 Clay Court Pennington SA 5013
Mob: 0406874966 | Email: benhur.winter@fscসা.org.au | Web: www.fscসা.org.au / facebook.com/FSCসা
Registered with the Australian Charities and Non-profits Commission (ACNC)

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 Sampaguita Dance Group Inc. (Group/Organisation)

| | | |
|---|-----|---|
| <p>Filomena J. Thomas / Chairperson <small>(Name/Position)</small></p> <p></p> <p><small>(Signature 1)</small></p> <p>10/01/2020 <small>(Date)</small></p> <p>Contact (phone number): XXXXXXXXXX</p> | and | <p>Cholly Winter / Secretary <small>(Name/Position)</small></p> <p></p> <p><small>(Signature 2)</small></p> <p>10/01/2020 <small>(Date)</small></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

From: Bronwyn Hatswell
Sent: Monday, 17 February 2020 6:14 PM
To: Ben-Hur C. Bulos Winter
Subject: Re: City of Salisbury - Community Grants Program Application - Sampaguita Dance Group Inc.

Good Afternoon,

Thank you for sending through the additional information.

We note that a laptop and printer has been included for the expenses and grant money requested sections however there is no justification in the Application or additional information for its use with the project. Please provide an explanation of why the laptop and printer is required for the project.

The laptop and printer will be required for the project for the purposes of contacting youth members of the Filipino community inviting them to participate in the project; for the online promotion of weekly dance workshop sessions and disseminating printed information such as letters and flyers about upcoming events that may feature the Sampaguita Youth Dance Ensemble.

We requested in our correspondence dated 18 November 2019 details around the number of youth you have engaged/expressed interest in this project and now many of those reside in the City of Salisbury. It doesn't look like this information has been included therefore we request that it is provided please.

The number of Filipino youth that we will be drawing from and encouraging to be part of the project includes 48 youth members of SABAYAN Creative and Cultural Collective and 60 members of the Adelaide University Filipino Club for a total of 108 Filipino-Australian youth. The 20 participants that will be selected for the project if this application is successful will be determined by the Sampaguita Dance Group Inc's Management Committee and we would aim at best for 100% of them to be from the City of Salisbury, or at least 50%.

We have been requested to revise the contact person to yourself. Please complete the information below, where there are blanks, so that we can update our records.

| Prefix | Contact_Person_ First_Name | Contact_Person_ Surname | Contact_Role/Title | Address1 | Suburb | Postcode | Mobile | Email |
|--------|-------------------------------|----------------------------|---|------------|------------|------------|------------|------------|
| Mr | Ben-Hur | Winter | Project Coordination, Choreographer and Creative Associate | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

Thanking you in anticipation.

| | |
|------------------------|--|
| ITEM | 7.2.3 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | 05/2020: About SA [Christ TV 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 About SA [Christ TV 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 did **not** allocate funding for the April 2020 round of Community Grants for Grant No. 05/2020: About SA.

ATTACHMENTS

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

1. 05/2020: About SA [Christ TV Inc.] - Application

1. BACKGROUND

- 1.1 About SA [Christ TV Inc.] has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The About SA Application was originally received for the March 2020 round of Community Grants Program funding however the Application is incomplete and requires further information as follows:
 - Evidence that the Board has endorsed submission of the Community Grant Application was not provided;
 - A supporting letter was not provided by Christ. TV Incorporated specifying they will auspice the Application;
 - Details were requested for the funding that has been sought for the project; and
 - A proposed program for the first season that will focus one hundred percent on the City of Salisbury was requested.
- 2.2 The further information has not been received.

- 2.3 The application is submitted to the Sport, Recreation and Grants Committee for consideration that funding is not recommended as a result of the COVID-19 outbreak outlined in the Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19 Outbreak report, Agenda number 7.2.1, 14/04/2020.

3. CONCLUSION / PROPOSAL

- 3.1 The About SA [Christ TV Inc.] Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020



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 (providing the eligibility criteria is met).

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



Live it up

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

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

All questions must be answered

Community Grant Application - Page 2 of 13

| Applicant Organisation Information | | | |
|--|--|---|--|
| 1. GROUP / ORGANISATION DETAILS | | | |
| Name: David WOLVERTON | About SA | | |
| Address: | [REDACTED] | | |
| Suburb: Paratfield Gardens | Paratfield Gardens Postcode: 5107 | | |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | | |
| Name: David Wolverson | Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> | | |
| Title (your role with the group/organisation): | Producer, Director | | |
| Address: | [REDACTED] | | |
| Phone: | Landline: _____ Mobile: [REDACTED] | | |
| Email: | [REDACTED] | | |
| 3. COMMUNITY GRANT RESPONSIBILITY | | | |
| Name of Person Responsible for the Grant: | Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> David WOLVERTON | | |
| Title (role with the group/organisation): | Producer, Director | | |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | | | |
| How is your group/organisation managed: | Supervised by Christ TV board | | |
| Is your organisation: | | | |
| a) Incorporated: | <table border="1" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input checked="" type="checkbox"/> AY (go to question c) </td> <td style="text-align: center;"> No <input checked="" type="checkbox"/> (go to question b) </td> </tr> </table> | Yes <input checked="" type="checkbox"/> AY (go to question c) | No <input checked="" type="checkbox"/> (go to question b) |
| Yes <input checked="" type="checkbox"/> AY (go to question c) | No <input checked="" type="checkbox"/> (go to question b) | | |
| ASIC Registration Number: | | | |
| b) Operated under a Parent Organisation: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small> | <table border="1" 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 c) </td> </tr> </table> | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question c) |
| Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question c) | | |
| Parent Organisation Name: | christ. TV Incorporated | | |
| ASIC Registration Number: | 16549054982 | | |

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

| Organisation Information (continued) | | |
|--|---|---|
| c) Community/Non-Profit: | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission? | Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i> | No <input checked="" type="checkbox"/> |
| d) Government Funded: <i>(if Yes, please list funding source/s and purpose in part e & f)</i> | Yes <input type="checkbox"/> (go to question e & f) | No <input checked="" type="checkbox"/> |
| e) Funding source/s: | | |
| f) Purpose: | | |
| g) Other (please specify): | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 5. BANKING INFORMATION | | |
| <i>Your organisation must have its own Bank/Credit Union Account or similar</i> | | |
| Full Account Name: About SA <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: | Tanya WOLVERTON | |
| Referee's Contact Information: | [REDACTED] | |

Broadsheets please ensure that your application form is completed to the best of your ability - 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> 16 549 054 482 <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"/> |
| <small>NB: GST Registration</small> <small>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.</small> | | |

As a candidate please ensure that your application form is completed to its entirety - all questions must be answered

Community Grant Application - Page 5 of 13

| Project/Event Budget Information | |
|--|---|
| Will the project or event generate income (e.g. ticket sales, entry fee etc.)? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| If Yes, provide details: | |
| INCOME | \$ AMOUNT |
| Project or event generated income: | \$ 50,000.00 |
| Organisation's contribution: | \$ NIL (David Wolverson - \$1,600) |
| Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i> | \$ Applied for - nothing official. |
| Income received from sponsors: <i>(list sponsor(s) and their contribution)</i> | \$ Applied for - nothing official |
| Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i> | \$ Applied for - nothing official |
| Have you sought any other funding for the project: <i>(please specify the source and amount of funding requested)</i> | \$ Yes. Nothing official yet. |
| TOTAL (including GST): | \$ 50,000.00 |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | |
| EXPENSES: <i>(specify the proposed expense budget by item)</i> | \$ AMOUNT |
| Cannon EOS 70D camera | \$ 1,100.00 |
| Cannon EF 50mm prime | \$ 600.00 |
| Cannon EF 17-40mm lens | \$ 1,200.00 |
| RodeLink Cinemaker kit | \$ 600.00 |
| Rode Videmic Pro Plus | \$ 600.00 |
| Apple iPad Pro (1st Gen) | \$ 800.00 |
| | \$ |
| | \$ |
| TOTAL (including GST): | \$ 4,900.00 |

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

Community Grant Application - Page 6 of 13

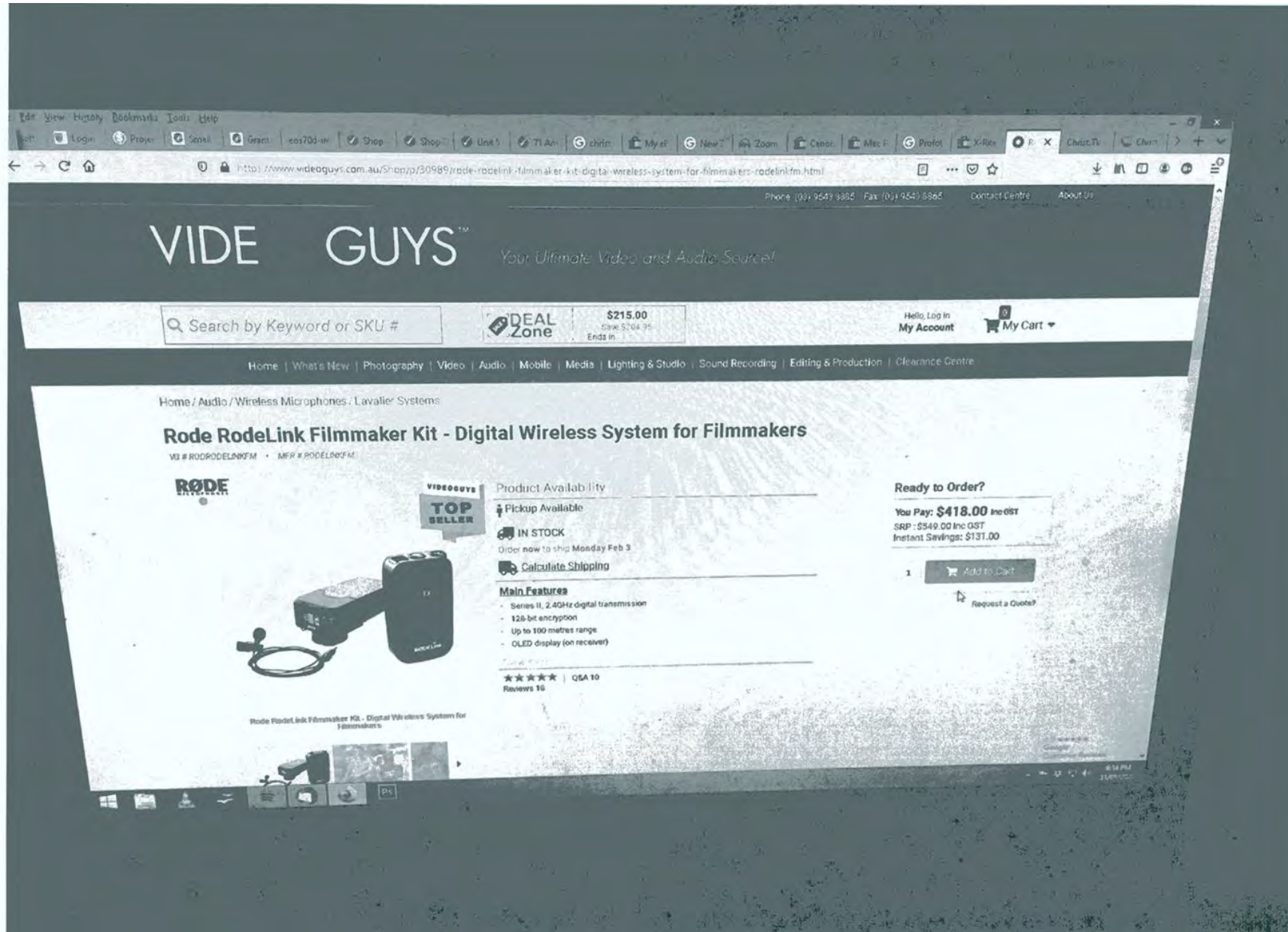
| Summary of Project/Event Information | |
|--|--|
| Is the funding for: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input checked="" type="checkbox"/> New Group |
| Name of Project/Event Requiring Funding | About SA |
| Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i> | On-going (launching soon) |
| Total cost of Project/Event | \$ Existing commitment + \$5k. |
| Amount of Community Grant Funding Requested | \$ 5,000.00 |
| Is there any other information that you may feel is relevant to your application? | www.AboutSA.com.au |
| <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 checked="" type="checkbox"/> |
| Education and Training | <input checked="" type="checkbox"/> |
| Culture / Arts | <input checked="" type="checkbox"/> |
| Sport / Recreation | <input checked="" type="checkbox"/> |
| Environment | <input checked="" 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 - attachments must be attached

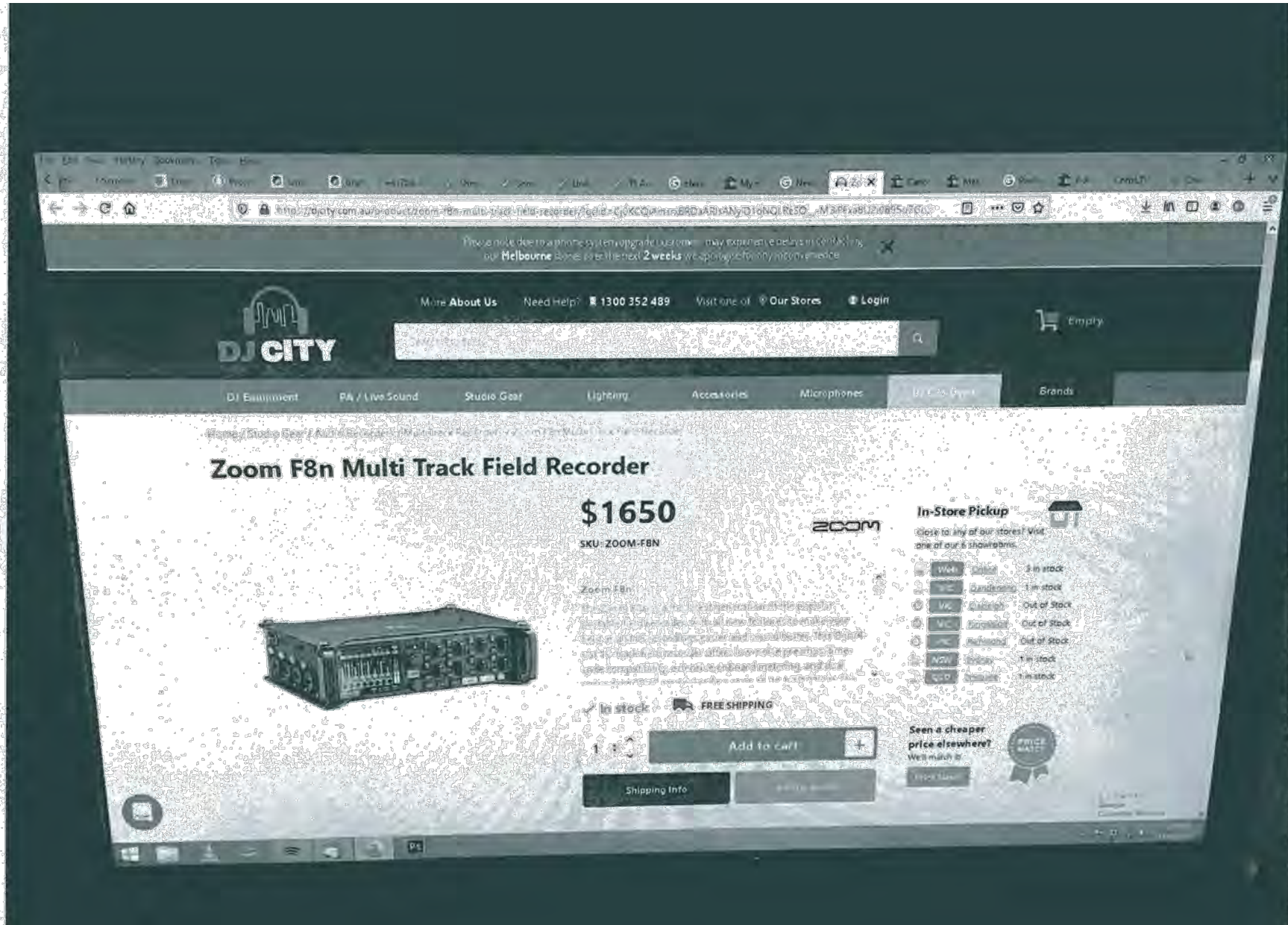
| Project/Event Details | |
|--|--|
| Previous Community Grants Program Funding | |
| Has your Organisation previously received a Community Grant? (If Yes – when, amount granted and what the grant was for:) | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>(go to Group/Organisation Information)</small> |
| When was the Grant funding received (month & year): | / N A |
| What amount of Grant funding was provided: \$ | |
| When was the previous Grant acquitted (month & year): | |
| Group/Organisation Information | |
| Group/Organisation Name | About SA |
| Group/Organisation Description | Television style V-Log about S.A. |
| Group/Organisation Registered Address | Number/Street: [REDACTED] Suburb: Parzfield Gdr Postcode: 5107 |
| Is the Club Incorporated? | Yes |
| Number of Members | five |
| % of Membership that reside in the City of Salisbury | 100% |
| Project/Event Details | |
| Project/Event Name | About SA |
| Project/Event Summary | Television style V-Log about S.A. |
| Date(s) of Project/Event | Launching in a few months - ongoing |
| Location of Project/Event: | Number/Street: www.AboutSA.com.au Suburb: Postcode: (Youtube link above) |
| How will the Project/Event benefit the residents of the City of Salisbury? | Provide video on where to go / what to do material for Super screen at hub - & more |
| How many individuals will benefit from the Project/Event? | Potentially, all South Aussies & millions glob: |
| % of project/event participants that reside in the City of Salisbury | First season will focus on Salisbury Council - 100%. |
| If it is an Event, is it open to the public? | Yes - free to public (Youtube & Twitch) |
| How will the Project/Event be promoted? | Radio, TV, Print, Social media. |

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

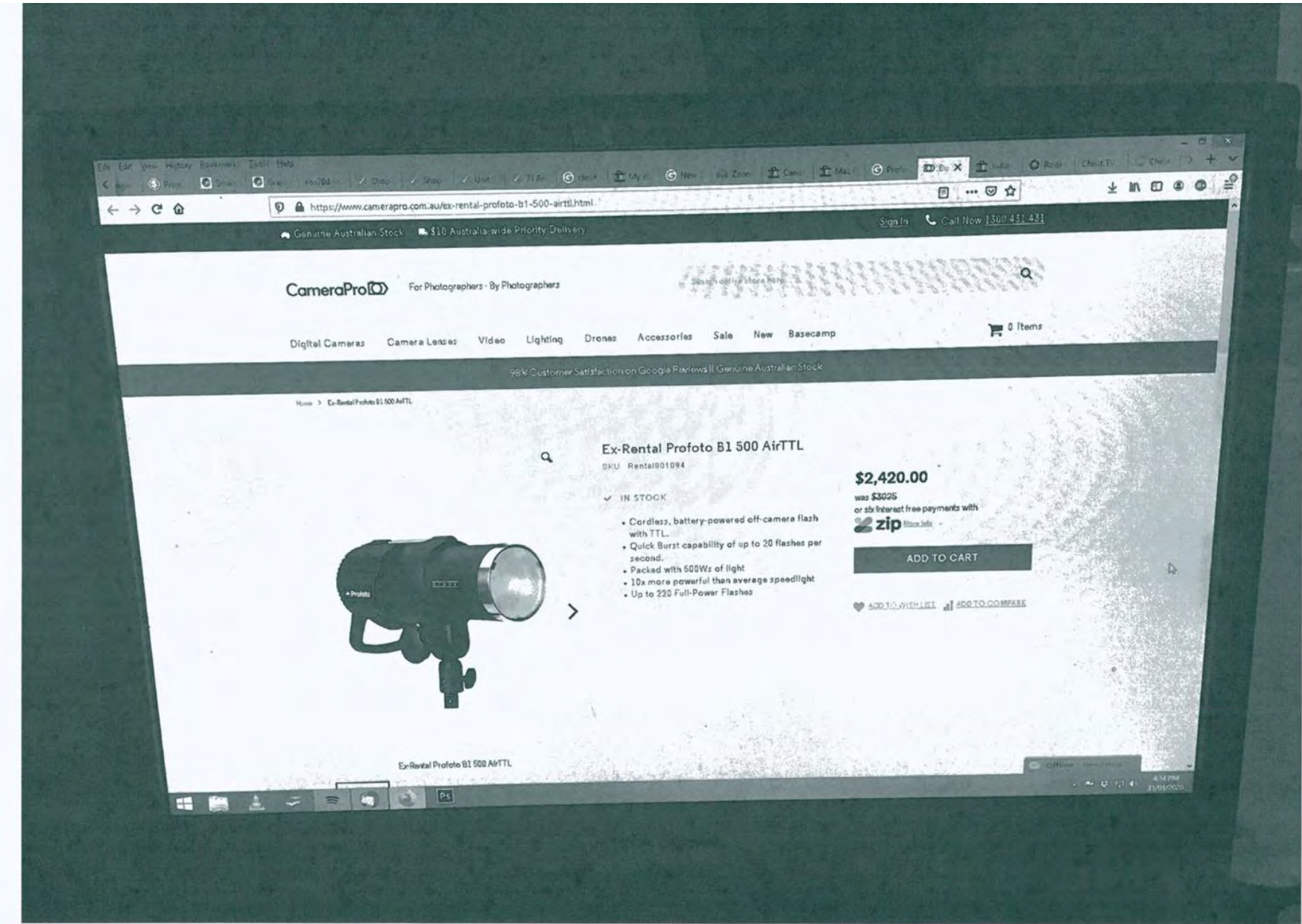
Community Grant Application - Page 8 of 13



Item 7.2.3 - Attachment 1 - 05/2020: About SA [Christ TV Inc.] - Application



Item 7.2.3 - Attachment 1 - 05/2020: About SA [Christ TV Inc.] - Application



Item 7.2.3 - Attachment 1 - 05/2020: About SA [Christ TV Inc.] - Application

| Project or Event Scope |
|--|
| <p><i>Provide a description of the proposed project or event:</i></p> <p>This project is primarily for South Australians. Through it, South Australians will meet our Mayor & Councilors to discover what they do and how they serve the community. Through it, they will discover places to take the family in the area. Through it, they will learn how to budget. Through it they will learn how to cook - and so much more.</p> <p>About SA is a weekly tv format 44 minute program broadcast <u>FREE</u> through YouTube & Twitch. Sponsors are in disjunction to fund and a Facebook & Patron program launched.</p> <p>I expect About SA to generate over \$50K in its first season.</p> <p>Check out www.AboutSA.com.au for more information & links to social media.</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>As described above, About SA will be an enormous benefit to residents and the community as vide Blogs are online 24/7 and will still give back years after About SA is eventually gone.</p> |

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

Community Grant Application - Page 10 of 13.

Support for the Project or Event

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

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

I have consulted our lady mayor who has discussed her desire to record material for our hubs mega screen. She has said she thinks this will be a great project.

my efforts have been concentrating on getting state support through Life FM, Fresh FM, The Advertiser and etc.

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)*

We will utilise Radio, Television, Print & social media to ask for support through our Patreon Go Fund me - as well as asking state based Organisations to fund us through Sponsorships.

We are discussing with Rex-Air partnership where all flights are through them. We are asking for one makeup partner to do all makeup. We are looking for our future host to be dressed by...

This is how we will ensure future viability.

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 About SA (Group/Organisation)

| | | |
|---|-----|---|
| <p>(Name/Position) <u>David Wolverton</u> <u>Producer</u></p> <p><u><i>David Wolverton</i></u> (Signature 1)</p> <p><u>28 January, 2020</u> (Date)</p> <p>Contact (phone number):</p> | and | <p>(Name/Position) <u>Lilian Treggus</u> <u>Accountant</u></p> <p><u><i>Lilian Treggus</i></u> (Signature 2)</p> <p><u>31 Jan, 20</u> (Date)</p> <p>Contact (phone number):</p> |
|---|-----|---|

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

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

| | |
|------------------------|---|
| ITEM | 7.2.4 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | 10/2020: Rowe Park United 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 Rowe Park United 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 did **not** allocate funding for the April 2020 round of Community Grants for Grant No. 10/2020: Rowe Park United Inc.

ATTACHMENTS

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

1. 10/2020: Rowe Park United Inc. - Application

1. BACKGROUND

- 1.1 Rowe Park United Inc. received \$2,500 Community Grants Program funding in March 2018 to assist with the purchase of uniforms for ongoing use.

2. REPORT

- 2.1 The Rowe Park United Inc. Application was received for the April 2020 round of Community Grants Program funding however the Application is incomplete and requires further information as follows:
 - Evidence that the Committee has endorsed submission of the Community Grant Application was not provided;
 - Clarification was sought regarding the reference made to equipment however the grant money requested is for uniforms (shorts);
 - Confirmation was sought that the shorts have not been purchased as the date of the project is listed as 28 February 2020 however the Application was received for the April 2020 round.
 - A detailed, current quote was not received.
 - Justification was requested for the need to purchase shorts as funding was provided for shorts in 2018.

- Information was requested around where the shorts will be stored and how the purchase will achieve the outcomes to reduce fees and increase revenue.

2.2 The further information has not been received.

2.3 The application is submitted to the Sport, Recreation and Grants Committee for consideration that funding is not recommended as a result of the COVID-19 outbreak outlined in the Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19 Outbreak report, Agenda number 7.2.1, 14/04/2020.

3. CONCLUSION / PROPOSAL

3.1 The Rowe Park United Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020



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: | <i>Rowe Park United</i> | |
| Address: | <i>PO BOX 31</i> | |
| Suburb: | <i>Ingle Farm</i> Postcode: <i>5098</i> | |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | |
| Name: | <i>Mr Chris Grist</i> | |
| Title (your role with the group/organisation): | <i>Grants Officer</i> | |
| Address: | ██████████ | |
| Phone: | Landline: ██████████ Mobile: ██████████ | |
| Email: | ██████████ | |
| 3. COMMUNITY GRANT RESPONSIBILITY | | |
| Name of Person Responsible for the Grant: | <i>Others Chris Grist</i> | |
| Title (role with the group/organisation): | <i>Grants Officer</i> | |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | | |
| How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i> | <i>Committee</i> | |
| Is your organisation: | | |
| a) Incorporated: | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) |
| ASIC Registration Number: | | |
| b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i> | Yes <input type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question c) |
| Parent Organisation | | |
| Name: | | |
| ASIC Registration Number: | | |

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

Community Grant Application - Page 3 of 13

| Organisation Information (continued) | | |
|---|---|---|
| c) Community/Non-Profit: | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission? | Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i> | No <input checked="" type="checkbox"/> |
| d) Government Funded: <i>(if Yes, please list funding source/s and purpose in part e & f)</i> | Yes <input type="checkbox"/> (go to question e & f) | No <input checked="" type="checkbox"/> |
| e) Funding source/s: | <i>Membership Fees</i> | |
| f) Purpose: | <i>Senior Sporting Club</i> | |
| g) Other (please specify): | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 5. BANKING INFORMATION | | |
| <i>Your organisation must have its own Bank/Credit Union Account or similar</i> | | |
| Full Account Name: <i>Rowe Park United</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>Hue Kieu</i> | |
| Referee's Contact Information: | [REDACTED] | |

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

Community Grant Application - Page 4 of 13

| GST Declaration | | |
|--|---|--|
| I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status. | | |
| Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 4 6 9 5 2 0 4 8 3 4 9 - - - - - <i>(If No, the ABN Declaration Form attached must be signed)</i> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your group/organisation registered for GST | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i> | | |

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

Community Grant Application - Page 5 of 13

| Project/Event Budget Information | |
|--|--|
| Will the project or event generate income (e.g. ticket sales, entry fee etc.)? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>(enter '0' dollar amounts below)</i> |
| <i>If Yes, provide details:</i> | |
| INCOME | \$ AMOUNT |
| Project or event generated income: | \$ 0 |
| Organisation's contribution: | \$ 2,612 |
| Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i> | Nil |
| Income received from sponsors: <i>(list sponsor(s) and their contribution)</i> | Nil |
| Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i> | Nil |
| 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): | \$ 2,612 |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | |
| EXPENSES <i>(specify the proposed expense budget by item:)</i> | \$ AMOUNT |
| <i>Player Apparel i.e. Shorts, Socks etc.</i> | \$ 4,612 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL (including GST): | \$ 4,612 |

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

Community Grant Application - Page 6 of 13

| Summary of Project/Event Information | |
|--|--|
| Is the funding for: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | <i>Rowe Park United Equipment</i> |
| Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i> | <i>28/02/2020</i> |
| Total cost of Project/Event | <i>\$ 4,612</i> |
| Amount of Community Grant Funding Requested | <i>\$ 2,000</i> |
| Is there any other information that you may feel is relevant to your application? | |
| <input type="checkbox"/> There are no relevant attachments. | <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. <i>Kappa Quote 0012367</i> 2. |
| Which category best describes your project/event? <i>(please check all that apply)</i> | |
| Health | <input type="checkbox"/> |
| Establishment of a new group | <input 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): | March 2018 | |
| What amount of Grant funding was provided: | \$ 2,000 | |
| When was the previous Grant acquitted (month & year): | August 2018 | |
| Group/Organisation Information | | |
| Group/Organisation Name | Rowe Park United | |
| Group/Organisation Description | Soccer Sporting Club | |
| Group/Organisation Registered Address | Number/Street: Cnr Belalie & Beovich Rd Suburb: Ingle Farm Postcode: 5085 | |
| Is the Club Incorporated? | Yes | |
| Number of Members | 100 | |
| % of Membership that reside in the City of Salisbury | 75 % | |
| Project/Event Details | | |
| Project/Event Name | Sporting Equipment | |
| Project/Event Summary | Purchase of Equipment for 2020 Season | |
| Date(s) of Project/Event | 28/02/2020 | |
| Location of Project/Event: | Number/Street: Cnr Belalie & Beovich Rd Suburb: Ingle Farm Postcode: 5085 | |
| How will the Project/Event benefit the residents of the City of Salisbury? | Continued Reduced fees for the 2020/21 Seasons | |
| How many individuals will benefit from the Project/Event? | 100 | |
| % of project/event participants that reside in the City of Salisbury | 75 % | |
| If it is an Event, is it open to the public? | No | |
| How will the Project/Event be promoted? | N/A Equipment Funding | |

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

Community Grant Application - Page 8 of 13

| Grant Money Requested | |
|--|---|
| Amount Requested | \$ 2,000 |
| Itemised Breakdown of Costs: | |
| <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i> | |
| Kappa Shorts Black | \$ 2,096 |
| Kappa shorts Purple | \$ 2,096 |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL (including GST): | \$ 4,192 |
| 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>Supply of equipment for players to ensure continue to keep the fees at a level affordable to the membership base, in 2019 the club made a loss due to not receiving any grants and minimal sponsorship income. This grant will assist increase revenue to ensure another loss is not made in 2020 and the club can stay sustainable.</i></p> |
| <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none">1.2.3. |

| Benefits and Outcomes of the Project or Event |
|--|
| <p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>As mentioned continued reduced fees for the residents of City of Salisbury (i.e. members/players) whom of which the majority are from the council area. Players range from 16-60 years of age.</i></p> |

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

| Support for the Project or Event |
|--|
| <p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>Continued membership of players at the club which has been growing year on year since its establishment at the end of 2016.</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 application is for equipment funding.</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 Rowe Park United (Group/Organisation)

| | | |
|---|-----|---|
| <p>Neville Binyon / Chairman (Name/Position)</p>  _____ (Signature 1) | and | <p>Sam Binyon / Secretary (Name/Position)</p>  _____ (Signature 2) |
| <p>27 January 2020 _____ (Date)</p> <p>Contact (phone number): [REDACTED]</p> | | <p>27 January 2020 _____ (Date)</p> <p>Contact (phone number): [REDACTED]</p> |

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

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



Declaration Where No Australian Business Number is Required

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

I am providing my services as:

| | Yes | No |
|---|--------------------------|--------------------------|
| A private recreational pursuit or hobby | <input 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

| | |
|------------------------|---|
| ITEM | 7.2.5 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | 11/2020: Mawson Lakes Cricket Club Inc. - Community Grants Program Application |
| AUTHOR | Bronwyn Hatswell, PA to General Manager, Community Development |
| CITY PLAN LINKS | 3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making. |
| SUMMARY | The Mawson Lakes Cricket Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration. |

RECOMMENDATION

1. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and did **not** allocate funding for the April 2020 round of Community Grants for Grant No. 11/2020: Mawson Lakes Cricket Club Inc.

ATTACHMENTS

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

1. 11/2020: Mawson Lakes Cricket Club Inc.- Application

1. BACKGROUND

- 1.1 Mawson Lakes Cricket Club Inc. received \$2,500 in June 2018 to assist with the purchase of cricket balls for ongoing use.

2. REPORT

- 2.1 The Mawson Lakes Cricket Club Inc. Application was received for the April 2020 round of Community Grants Program funding however the Application is incomplete and requires further information as follows:
 - Evidence that the Board has endorsed submission of the Community Grant Application was not provided;
- 2.2 The further information has not been received.
- 2.3 The application is submitted to the Sport, Recreation and Grants Committee for consideration that funding is not recommended as a result of the COVID-19 outbreak outlined in the Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19 Outbreak report, Agenda number 7.2.1, 14/04/2020.

3. CONCLUSION / PROPOSAL

- 3.1 The Mawson Lakes Cricket Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020

From: Somesh Jagga [REDACTED]
Sent: Thursday, 20 February 2020 12:52:42 PM
To: City of Salisbury
Subject: Community Grant Program - Application

Dear Officer at City of Salisbury

I am writing on the behalf of Mawson Lakes Cricket Club situated at 1 Mawson Lakes Boulevard Mawson Lakes SA 5095

Please find attached the below documents:

1. Application for Grant - Duly filled and signed by Treasurer and President of the club.
2. Letter of Support / Endorsement by Liana - Senior Community Development Officer at Alcohol and Drug Foundation (Good Sport Program)
3. Estimate by [REDACTED]

Brief history of Mawson Lakes Cricket Club:

The Mawson Lakes Cricket Club was born from the merger of two cricket clubs Elders Cricket Club (Est. 1931) and S.A.I.T./UniSA Cricket Club (Est. 1974) who in 1999 became Elders-UniSA CC. In 2010 with the support of our members we renamed our club to the Mawson Lakes Cricket Club.

Elders cricket club Elders cricket club was born from employees of the company of Elder, Smith and Co. The club competed for a short period in the 1930's before a recess, after World War Two the club was reborn in 1952 playing from the parklands out of South Terrace in the city. The club moved 3 years later to a purpose built oval in 1955 on levels road on land that now makes up the suburb of Mawson Lakes (see above). Unfortunately the Oval was lost to progress in 2003 when the land was sold, but the club continues to exist as a club of the community rather than of the company. To this day the club still honours the lineage of players that have formed its being.

S.A.I.T./UniSA cricket club The South Australian Institute of Technology Cricket Club was born in 1974 from students and staff playing on what is now Mawson Lakes Oval. The institute was amalgamated with other institutes in S.A to become the University of South Australia in 1991, hence the name change of the cricket club. Students still make up a strong contingent of the clubs playing members and the club continues to evolve with the university, with our affiliation with UniSA Sports. We Train Wednesdays from 5:30 pm at Mawson Lakes Oval and play 3 Grades on Saturday affiliated with Adelaide Turf Cricket Association.

—
Please let us know if you need any further information regarding the club or application.

We are grateful for the Council's ongoing support with this grant as its crucial to us and for the delivery of sports to our community.

Thank you!

Regards, Somesh Jagga
President - Mawson Lakes Cricket Club

File:///C:/Users/thatson/Downloads/Posting%20to%20Web/Date/Time/5 10/20/2020

Item 7.2.5 - Attachment 1 - 11/2020: Mawson Lakes Cricket Club Inc.- Application



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 (providing the eligibility criteria is met).

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

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

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

| Applicant Organisation Information | | |
|--|--|---|
| 1. GROUP / ORGANISATION DETAILS | | |
| Name: | MAWSON LAKES CRICKET CLUB | |
| Address: | CORNER MAWSON LAKES BOULEVARD + MAIN N TH RD | |
| Suburb: | MAWSON LAKES S.A | Postcode: 5095 |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | |
| Name: | M ^r <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> | |
| | SOMESH JAGGA | |
| 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: | M ^r <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> | |
| | SOMESH JAGGA | |
| Title (role with the group/organisation): | PRESIDENT | |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | | |
| How is your group/organisation managed: | COMMITTEE | |
| Is your organisation: | | |
| a) Incorporated: | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) |
| ASIC Registration Number: | A 41002 | |
| 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: | | |

| 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 past 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: Mawson Lakes Cricket Club <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: | Kelly Williams | |
| Referee's Contact Information: | [REDACTED] | |

| 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> 64 244 742 452 <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. | | |

Item 7.2.5 - Attachment 1 - 11/2020: Mawson Lakes Cricket Club Inc.- Application

| 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"/> |
| INCOME <i>(specify the proposed income budget by item)</i> | \$ AMOUNT |
| Project or event generated income: | \$ |
| Organisation's contribution: | \$ |
| Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i> | \$ |
| Income received from sponsors: <i>(list sponsor(s) and their contribution)</i> | \$ |
| Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i> | \$ |
| Have you sought any other funding for the project: <i>(please specify the source and amount of funding requested)</i> | \$ |
| TOTAL (including GST): | \$ |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | TIME TO ORDER, COLLECT, MANAGE AND DISTRIBUTE |
| EXPENSES <i>(specify the proposed expense budget by item)</i> | \$ AMOUNT |
| EQUIPMENT | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL (including GST): | \$ |

Item 7.2.5 - Attachment 1 - 11/2020: Mawson Lakes Cricket Club Inc.- Application

| Summary of Project/Event Information | |
|---|--|
| Is the funding for: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group |
| Name of Project/Event Requiring Funding | PROMOTING SAFETY IN COMMUNITY SPORT |
| Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i> | ONGOING |
| Total cost of Project/Event | \$ |
| Amount of Community Grant Funding Requested | \$ 2500 |
| Is there any other information that you may feel is relevant to your application? | |
| <input type="checkbox"/> There are no relevant attachments. | <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. QUOTE FOR EQUIPMENT 2. |
| Which category best describes your project/event? <i>(please check all that apply)</i> | |
| Health | <input type="checkbox"/> |
| Establishment of a new group | <input type="checkbox"/> |
| Education and Training | <input type="checkbox"/> |
| Culture / Arts | <input type="checkbox"/> |
| Sport / Recreation | <input checked="" type="checkbox"/> |
| Environment | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> |
| Youth | <input type="checkbox"/> |
| Crime Prevention | <input type="checkbox"/> |
| Aged | <input type="checkbox"/> |

Item 7.2.5 - Attachment 1 - 11/2020: Mawson Lakes Cricket Club Inc.- Application

| Project/Event Details | |
|---|---|
| Previous Community Grants Program Funding | |
| Has your Organisation previously received a Community Grant? <small>(If yes - when, amount granted and what the grant was for):</small> | <input checked="" type="checkbox"/> Yes COMMENCEMENT OF CRICKET SEASON <input type="checkbox"/> No <small>(go to Group/Organisation Information)</small> |
| When was the Grant funding received (month & year): | SEPTEMBER 2018 |
| What amount of Grant funding was provided: | \$2500 |
| When was the previous Grant acquitted (month & year): | DECEMBER 2018 |
| Group/Organisation Information | |
| Group/Organisation Name: | MAWSON LAKES CRICKET CLUB |
| Group/Organisation Description: | SPORTING CLUB THAT PLAYS CRICKET |
| Group/Organisation Registered Address: | Number/Street: MAWSON LAKES OVAL CNR MAWSON LAKES BOULEVARD + MAIN N TH ROAD Suburb: MAWSON LAKES Postcode: 5095 |
| Is the Club Incorporated? | YES |
| Number of Members: | 95 |
| % of Membership that reside in the City of Salisbury: | 80% |
| Project/Event Details | |
| Project/Event Name: | PROMOTING SAFETY IN COMMUNITY SPORT |
| Project/Event Summary: | PROVIDING A SAFE ENVIRONMENT FOR CLUB SPORT |
| Date(s) of Project/Event: | ONGOING |
| Location of Project/Event: | Number/Street: MAWSON LAKES OVAL CNR MAWSON LAKES BOULEVARD + MAIN N TH ROAD Suburb: MAWSON LAKES Postcode: 5095 |
| How will the Project/Event benefit the residents of the City of Salisbury? | CLUB + OVAL IS LOCATED IN THE CITY OF SALISBURY ACCESSIBLE TO ALL RESIDENTS - CRICKET CLUB |
| How many individuals will benefit from the Project/Event? | 90-100 |
| % of project/event participants that reside in the City of Salisbury: | 80%+ |
| If it is an Event, is it open to the public? | YES |
| How will the Project/Event be promoted? | WORD OF MOUTH - SOCIAL MEDIA |

| Grant Money Requested | |
|--|---|
| Amount Requested | \$ 2500 |
| Itemised Breakdown of Costs: | |
| <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i> | |
| CRICKET BALLS | \$ 2500 |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
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| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL (including GST): | \$ 2500 |
| Quote Attached: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i> |
| <i>A detailed, current quote must be provided with the application.</i> | |

| Project or Event Scope |
|---|
| <p><i>Provide a description of the proposed project or event:</i></p> <p>THIS PROJECT WILL SUPPLY OUR MEMBERS AND RESIDENTS OF THE CITY OF SALISBURY WITH THE ESSENTIAL EQUIPMENT TO SUCCESSFULLY AND SAFELY PARTICIPATE IN THEIR CHOSEN SPORT.</p> <p>IT WILL ALLOW THE MAWSON LAKES CRICKET CLUB TO UPGRADE TRAINING EQUIPMENT AND PROMOTE A SAFE ENVIRONMENT.</p> <p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. QUOTE FOR EQUIPMENT 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>THIS PROJECT WILL REDUCE THE FINANCIAL BURDEN OF ESSENTIAL EQUIPMENT NECESSARY TO SUCCESSFULLY ADMINISTER OUR CLUB FOR A 12 MONTH PERIOD.</p> <p>IT WILL BENEFIT THE RESIDENTS OF CITY OF SALISBURY AND CLUB MEMBERS BY BEING ABLE TO USED FUNDS SAVED FOR EVENTS SUCH AS PRESENTATION NIGHT FOR THEIR EXTENDED FAMILIES.</p> <p>ENSURES SAFE PLAYING + TRAINING ENVIRONMENTS</p> |

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)

QUALITY CRICKET BALLS ARE CRUCIAL IN ORDER TO BE COMPETITIVE AND TRAIN SAFELY.
OUR MEMBER BASE OF 90 PEOPLE WILL BENEFIT THE USE OF THIS EQUIPMENT.

GOOD SPORTS WERE NOTIFIED AND HAVE ENDORSED THE MAWSON LAKES CRICKET CLUB IN THEIR APPLICATION.

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. RECOMMENDATION BY GOOD SPORTS
 - 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)

- SOURCE BEST PRICE FOR EQUIPMENT AND REQUEST QUOTE
- EQUIPMENT TO BE SECURED IN CLUB LOCKER WITH PRESIDENT + SECRETARY HAVING ACCESS ONLY.
- THE CORRECT CRICKET BALL WILL BE ISSUED AFTER SELECTIONS ON A WEEKLY BASIS, BY THE PRESIDENT TO EACH CAPTAIN ACCORDING TO THE GRADE OF CRICKET TO BE PLAYED.
- ALL MATCH BALLS WILL BE COLLECTED AND USED FOR TRAINING PURPOSES UNTIL DEEMED UNSAFE.
- DEDICATED TRAINING BALLS WILL BE ISSUED TO THE TRAINING COACH AS REQUIRED.

Application Declaration

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

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

S1 S2

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

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

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

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

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

On behalf of Mawson Lakes Cricket Club ^{Club}
(Group/Organisation)

SOMESH SARKAR PRESIDENT and LACHLAN INGLIS TREASURER
(Name/Position)

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

31/1/2020 31-1-2020
(Date) (Date)

[Redacted] [Redacted]
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 for consideration until contact and verification has occurred, no exception.

| QUOTE | | Account Number: 1247 | |
|-------------------------------|-----------------------|----------------------------------|--------------------|
| TO: Mawson Lakes Cricket Club | | Customer Reference: Somesh Jagga | |
| style | description | units | price |
| 22740 | Kooka Senator 156G | 12 | 54.00 |
| 3191 | Kooka Regulation 4pc | 12 | 82.00 |
| 1330 | Kooka Tuff Pitch 156g | 12 | 47.00 |
| 16579 | Umpires Counter | 2 | 7.99 |
| 1330 | Kooka Tuff Pitch | 12 | 47.00 |
| | | total cost | \$ 2,775.98 |
| | | total | 648.00 |
| | | balance: | 648.00 |
| | | total | 1,632.00 |
| | | total | 2,196.00 |
| | | total | 2,211.98 |
| | | total | 2,775.98 |



Dear Sir/Madam

To whom it may concern,

This letter is to confirm that the Mawson Lakes Cricket Club became a Tackling Illegal Drugs accredited club in late 2018 and a Level 3, fully accredited Good Sports club in 2019; consistently exhibiting positive and healthy values. In the City of Salisbury, Mawson Lakes Cricket Club are only one of twenty-four fully accredited Good Sports clubs, one of three Tackling Illegal Drugs accredited clubs and, one of three Cricket clubs fully accredited in Good Sports. The club continues to remain engaged with the Good Sports program often seeking advice regarding best practice and liquor licencing information.

During their active involvement the club has voluntarily committed itself to a pathway of positive club development and growth and, take their duty of care responsibilities to members, players and their wider community very seriously. Currently, six members have undertaken Responsible Service of Alcohol (RSA) training and, these members are the only members serving behind the bar. Additionally, Mawson Lakes Cricket club have adopted Good Sports policies and healthy practices, exhibiting positive role-modelling behaviours for their juniors by solidifying and reiterating these values and, promoting Good Sports healthy messaging in relation to smoking management, safe transport strategies and alcohol management.

I commend the Mawson Lakes Cricket Club in their ongoing efforts to provide a safe and family friendly club environment, and encourage you to support them in their application for equipment funding through the City of Salisbury Community Grants, as they strive to further improve their club's playing environment and the wider community.

Yours sincerely
Liona Belliemini
Senior Community Development Officer

[Redacted]
adf.org.au
Unit 2/15 Fullarton Rd
Kent Town SA 5067



Good Sports (SA)
239 Magill Road, Maylands, South Australia 5069
P. 1300 883 817 | F. (03) 8672 5993 | E. goodsports@adf.org.au | goodsports.com.au
0800 657 731 000

Item 7.2.5 - Attachment 1 - 11/2020: Mawson Lakes Cricket Club Inc.- Application

| | |
|------------------------|---|
| ITEM | 7.2.6 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | 12/2020: Ingle Farm Junior Soccer Club Inc. - Community Grants Program Application |
| AUTHOR | Bronwyn Hatswell, PA to General Manager, Community Development |
| CITY PLAN LINKS | 3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making. |
| SUMMARY | The Ingle Farm Junior Soccer Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration. |

RECOMMENDATION

1. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the April 2020 round of Community Grants as follows:
 - a. Grant No. 12/2020: Ingle Farm Junior Soccer Club Inc. be awarded the amount of **\$5,000.00** to assist with the purchase of **sublimation player short side panels for the Elizabeth and Districts Junior Competition** as outlined in the Community Grant Application and additional information.

ATTACHMENTS

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

1. 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

1. BACKGROUND

- 1.1 Ingle Farm Junior Soccer Club Inc. received \$2,000 in April 2011 to assist with the purchase of sporting equipment for ongoing use.

2. REPORT

- 2.1 The Ingle Farm Junior Soccer Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.
- 2.2 It should be noted when considering this Application that the Elizabeth and Districts Junior Soccer Association Inc. states on their website that all training and friendly pre-season matches are placed on hold until further notice in response to COVID-19.

3. CONCLUSION / PROPOSAL

- 3.1 The Ingle Farm Junior Soccer Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020



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 (with the exception of Defibrillator funding). | <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: | INGLE FARM JUNIOR SOCCER CLUB | | |
| Address: | PO BOX 31 | | |
| Suburb: | INGLE FARM Postcode: 5098 | | |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | | |
| Name: | Mrs SAMANTHA BINYON | | |
| Title (your role with the group/organisation): | GRANTS OFFICER | | |
| Address: | [REDACTED] | | |
| Phone: | Landline: [REDACTED] Mobile: [REDACTED] | | |
| Email: | [REDACTED] | | |
| 3. COMMUNITY GRANT RESPONSIBILITY | | | |
| Name of Person Responsible for the Grant: | Other: SAMANTHA BINYON | | |
| Title (role with the group/organisation): | GRANTS OFFICER | | |
| 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="1"> <tr> <td>Yes <input checked="" type="checkbox"/> (go to question c)</td> <td>No <input type="checkbox"/> (go to question b)</td> </tr> </table> | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) |
| Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) | | |
| ASIC Registration Number: | | | |
| b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i> | <table border="1"> <tr> <td>Yes <input type="checkbox"/> (go to question c)</td> <td>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: | PLAYER FEES | |
| f) Purpose: | JUNIOR SPORTING CLUB | |
| 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: INGLE FARM JUNIOR SOCCER CLUB <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: | CHRIS GRIST | |
| 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> 2 5 4 7 1 3 9 4 5 9 0 <i>(If No, the ABN Declaration form attached must be signed)</i> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your group/organisation registered for GST | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i> | | |

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

Community Grant Application - Page 5 of 13

| Project/Event Budget Information | |
|--|--|
| Will the project or event generate income (e.g. ticket sales, entry fee etc.)? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <small>(enter '0' dollar amounts below)</small> |
| <i>If Yes, provide details:</i> | |
| INCOME | \$ AMOUNT |
| Project or event generated income: | \$ 0 |
| Organisation's contribution: | \$ 12,721 |
| Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small> | NIL |
| Income received from sponsors: <small>(list sponsor(s) and their contribution)</small> | NIL |
| Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small> | NIL |
| 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): | \$ 12,721 |
| 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 |
| PLAYER APPAREL | \$ 17,721 |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL (including GST): | \$ 17,721 |

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

| Summary of Project/Event Information | |
|--|--|
| Is the funding for: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | IFJSC EQUIPMENT |
| Date(s) of Project/Event <i>(If ongoing or one-off, please state "ongoing"/"one-off")</i> | 20/02/2020 |
| Total cost of Project/Event | \$ 17,721 |
| Amount of Community Grant Funding Requested | \$ 5,000 |
| 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. KAPPA #0012465 2. |
| Which category best describes your project/event? <i>(please check all that apply)</i> | |
| Health | <input type="checkbox"/> |
| Establishment of a new group | <input type="checkbox"/> |
| Education and Training | <input type="checkbox"/> |
| Culture / Arts | <input type="checkbox"/> |
| Sport / Recreation | <input checked="" type="checkbox"/> |
| Environment | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> |
| Youth | <input type="checkbox"/> |
| Crime Prevention | <input type="checkbox"/> |
| Aged | <input type="checkbox"/> |

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

| Project/Event Details | |
|---|--|
| Previous Community Grants Program Funding | |
| Has your Organisation previously received a Community Grant? <small>(If Yes - when, amount granted and what the grant was for.)</small> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small>(go to Group/Organisation Information)</small> |
| When was the Grant funding received (month & year): | 2018 |
| What amount of Grant funding was provided: | \$ 2,500 |
| When was the previous Grant acquitted (month & year): | UNKNOWN |
| Group/Organisation Information | |
| Group/Organisation Name | INGLE FARM JUNIOR SOCCER CLUB Inc |
| Group/Organisation Description | COMMUNITY JUNIOR SOCCER |
| Group/Organisation Registered Address | Number/Street: CORNER BEOVICH & BELALIE ROAD Suburb: INGLE FARM Postcode: 5098 |
| Is the Club Incorporated? | YES |
| Number of Members | 450 |
| % of Membership that reside in the City of Salisbury | 80 % |
| Project/Event Details | |
| Project/Event Name | PURCHASE OF GAME WEAR |
| Project/Event Summary | GAMEWEAR FOR 2020 SEASON |
| Date(s) of Project/Event | 20/02/2020 |
| Location of Project/Event: | Number/Street: CORNER BEOVICH & BELALIE ROAD Suburb: INGLE FARM Postcode: 5098 |
| How will the Project/Event benefit the residents of the City of Salisbury? | KEEPING PLAYER FEES LOW |
| How many individuals will benefit from the Project/Event? | 420 |
| % of project/event participants that reside in the City of Salisbury | 80 % |
| If it is an Event, is it open to the public? | No |
| How will the Project/Event be promoted? | PLAYER UNIFORM |

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> | |
| PLAYER GAME SHORT | \$ |
| PLAYER GAME SOCKS | \$ |
| **SEE ATTACHED INVOICE** | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL (including GST): | \$ 0 |
| Quote Attached: <i>A detailed, current quote must 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>PROVIDE THE JUNIOR PLAYERS WITH NEW SHORTS AND SOCKS FOR THE SEASON</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. KAPPA INVOICE NUMBER Order 00124652.3. |

| 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>TO MAINTAIN A SENSE OF CLUB INCLUSION AND KEEP PLAYER FEES AT AN AFFORDABLE AMOUNT.</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.

TO GIVE A SENSE OF COMMUNITY PRIDE AND INCLUSION FOR ALL IN A SAFE & CENTRAL LOCATION

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 club has been running at Rowe park as an ongoing soccer club since 1972. The requested grant will be used to provide the players with the necessary apparel required to enter in to the Elizabeth & districts junior soccer annual competition. We strive to give our players a sense of inclusion & pride by providing them with the apparel that makes them feel they belong. This is an ongoing yearly thing we like to do.

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 INGLE FARM JUNIOR CLUB (Group/Organisation)

HUE KIEU / SECRETARY and PRESCILLA WESTA / TREASURER
(Name/Position) (Name/Position)

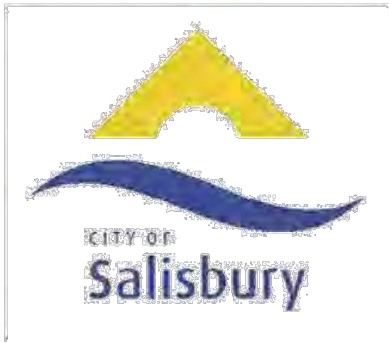
[Signature] (Signature 1) [Signature] (Signature 2)

20/12/2020 (Date) 20/12/20 (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 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.

 (Title/Organisation)

 (Name/Position)

 (Signature)

 (Date)

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

| | |
|---------------------------|---|
| | Order 0012465 <div style="background-color: black; width: 80px; height: 20px; margin: 5px auto;"></div> |
| Ordered 24/01/2020 | |

| | |
|--|---|
| Bill To Ingle Farm Junior Soccer Club Neville Binyon <div style="background-color: black; width: 100px; height: 20px; margin-top: 5px;"></div> | Ship To <div style="background-color: black; width: 100px; height: 20px; margin-top: 5px;"></div> |
|--|---|

| Purchase Order | Ship Via | FOB | Reference | Entered By | Sales rep | Terms |
|----------------|----------|-----|-----------|------------|---------------|---------------|
| TOP UP SHORTS | | | | KK | 24/01/2020 BM | BEFORE SHIPME |

| Product | WH | Description | Ordered | Price | Disc% | Amount | Tax |
|---------|-----|--|-----------|----------|-------|-----------|-----|
| 303HC90 | ABB | SUBLIMATION PLAYER SHORT SIDE PANEL - WHITE/GREEN | 415.00 Ea | 29.95 Ea | 0.00 | 12,429.25 | GST |
| 30325A0 | ABB | K4T SOCK | 370.00 Ea | 9.95 Ea | 0.00 | 3,681.50 | GST |

Grand Totals:

| Colour | 6 | 8 | 10 | 12 | 14 | XS | S | M | L | XL | 2XL | 3XL | 4XL | 5XL | Misc | Total |
|-----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|----------|----------|----------|------------|------------|
| 30325A0 EMERALD | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 370 | - |
| 303HC90 SUBL | 40 | 50 | 65 | 60 | 50 | 20 | 50 | 40 | 20 | 10 | 5 | 5 | - | - | 415 | - |
| Total | 40 | 50 | 65 | 60 | 50 | 20 | 50 | 40 | 20 | 10 | 5 | 5 | 0 | 0 | 370 | 415 |

| | |
|------------------|--------------------|
| Sub-total | \$16,110.75 |
| Tax | 1,611.08 |
| Total | \$17,721.83 |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

**Ingle Farm Junior Soccer Club
General Committee Meeting**

**Date: 20/1/2020
Meeting Opened at: 6:33pm**

| | |
|------------------|--|
| Present | Neville Binyon, Simon Venour, Hue Kien, Prescilla Westall, Liliana Skeens, Domenico Parrella, Sam Binyon, Julie Garrucio, Rick Garrucio, Scott McNeill, Heather Edwards, Kelly Jackson and Amar Beldi. Special guests: Adrian and Megan (AFM Promotions & Industrial Printers). |
| Apologies | Kristy De Vries & Liam Binyon. |

1. ACTION POINTS OF PREVIOUS MEETING

| MINUTES | ACTION |
|------------------------------------|------------|
| Pervious minutes read and accepted | [REDACTED] |

1. NEW BUSINESS

| | Item | Action |
|---|------------|------------|
| AFM Promotions & Industrial Printers | [REDACTED] | [REDACTED] |
| Correspondence in | [REDACTED] | [REDACTED] |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

| | Item | Action |
|---|------------|------------|
| Correspondence In <i>(Continue)</i> | [Redacted] | [Redacted] |
| Correspondence out | [Redacted] | |
| Chairman's Report | [Redacted] | [Redacted] |
| Vice-chairman's Report | [Redacted] | |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

| | Item | Action |
|---------------------------------|------------|------------|
| Secretary's Report | [REDACTED] | [REDACTED] |
| Treasurer's Report | [REDACTED] | [REDACTED] |
| Registrar's Report | [REDACTED] | [REDACTED] |
| Council of Club Report | [REDACTED] | |
| Publicity Officer Report | [REDACTED] | [REDACTED] |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

| | Item | Action |
|--|---|--|
| Grants Officer Report | Will apply for: <ul style="list-style-type: none"> • Active Club Program. • Community Grant (Council). • Volunteer Grants. | Discussed. Sam motion to apply for these grants. Second by Prescilla Westall. Vote: majority for. Motion passed. |
| Sponsorship Officer Report | [Redacted] | [Redacted] |
| <i>Scott leaves @ 6:00pm.</i> | | |
| Coaching Coordinator's Report | [Redacted] | |
| Fundraising Report | [Redacted] | |
| Canteen Report | [Redacted] | [Redacted] |
| [Redacted] | [Redacted] | |
| Merchandising Report | [Redacted] | |
| Child Protection Officer's Report | [Redacted] | [Redacted] |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application


| | Item | Action |
|-----------------------------------|--|------------|
| Equipment Officer's Report | <ul style="list-style-type: none">[Redacted][Redacted][Redacted] | [Redacted] |
| Ground Person's Report | <ul style="list-style-type: none">[Redacted][Redacted] | [Redacted] |
| General Business | <ul style="list-style-type: none">[Redacted][Redacted][Redacted][Redacted][Redacted][Redacted][Redacted] | [Redacted] |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

| General Business | Item | Action |
|------------------|------------|------------|
| | [REDACTED] | [REDACTED] |
| | [REDACTED] | [REDACTED] |

| | |
|------------------|--------------------------------|
| 3. CLOSED. | 9:05pm |
| 4. NEXT MEETING. | 17 th February 2020 |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

17/2/20


**Ingle Farm Junior Soccer Club
 General Committee Meeting**

**Date: 20/1/2020
 Meeting Opened at: 6:33pm**

| | |
|------------------|--|
| Present | Neville Binyon, Simon Venour, Hue Kieu, Prescilla Westall, Liliana Skeens, Domenico Parrella, Sam Binyon, Julie Garrucio, Rick Garrucio, Scott McNeill, Heather Edwards, Kelly Jackson and Amar Beldi. Special guests: Adrian and Megan (AFM Promotions & Industrial Printers). |
| Apologies | Kristy De Vries & Liam Binyon. |

1. ACTION POINTS OF PREVIOUS MEETING

| MINUTES | ACTION |
|-------------------------------------|------------|
| Pervious minutes read and accepted: | [REDACTED] |

1. NEW BUSINESS

| | Item | Action |
|---|------------|------------|
| AFM Promotions & Industrial Printers | [REDACTED] | [REDACTED] |
| Correspondence in | [REDACTED] | [REDACTED] |

Item 7.2.6 - Attachment 1 - 12/2020: Ingle Farm Junior Soccer Club Inc. - Application

| | |
|------------------------|---|
| ITEM | 7.2.7 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | 13/2020: United Way South Australia Inc. - Community Grants Program Application |
| AUTHOR | Bronwyn Hatswell, PA to General Manager, Community Development |
| CITY PLAN LINKS | 3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making. |
| SUMMARY | The United Way 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 did **not** allocate funding for the April 2020 round of Community Grants for Grant No. 13/2020: United Way South Australia Inc.

ATTACHMENTS

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

1. 13/2020: United Way South Australia Inc. - Application

1. BACKGROUND

- 1.1 United Way South Australia Inc. received \$2,000 Community Grants Program funding in May 2012 for the Underprivileged Children's Zoo day.

2. REPORT

- 2.1 The United Way South Australia Inc. Application was received for the April 2020 round of Community Grants Program funding however the Application is incomplete and requires further information as follows:
 - Evidence that the Board has endorsed submission of the Community Grant Application was not provided;
 - A detailed, current quote was not provided for all items requesting funding; and
 - A list of the local services proposed to collaborate with to engage with families was requested.
- 2.2 The further information has not been received.

- 2.3 The application is submitted to the Sport, Recreation and Grants Committee for consideration that funding is not recommended as a result of the COVID-19 outbreak outlined in the Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19 Outbreak report, Agenda number 7.2.1, 14/04/2020.

3. CONCLUSION / PROPOSAL

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

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020

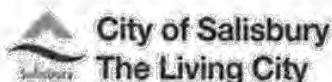


Community Grants Program

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 (providing the eligibility criteria is met).

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



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

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

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

Community Grant Application - Page 2 of 13

| Applicant Organisation Information | | | |
|--|--|---|---|
| 1. GROUP / ORGANISATION DETAILS | | | |
| Name: | <i>United Way South Australia Incorporated</i> | | |
| Address: | <i>56 Anderson Drive</i> | | |
| Suburb: | <i>Parafield</i> Postcode: <i>5106</i> | | |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | | |
| Name: | Mrs <input checked="" type="checkbox"/> <i>Emma Brooke</i> | | |
| Title (your role with the group/organisation): | <i>CEO</i> | | |
| Address: | <i>56 Anderson Drive, Parafield, 5106</i> | | |
| Phone: | Landline: Mobile: XXXXXXXXXX | | |
| Email: | XXXXXXXXXX@XXXXXX.XX | | |
| 3. COMMUNITY GRANT RESPONSIBILITY | | | |
| Name of Person Responsible for the Grant: | <i>Other:</i> <i>Emma Brooke</i> | | |
| Title (role with the group/organisation): | <i>CEO</i> | | |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | | | |
| How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small> | <i>Board of Directors</i> | | |
| Is your organisation: | | | |
| a) Incorporated: | <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input type="checkbox"/> (go to question b) </td> </tr> </table> | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) |
| Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) | | |
| ASIC Registration Number: | | | |
| b) Operated under a Parent Organisation: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small> | <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input 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 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): <i>Fundraising activities, donations and grants</i> | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 5. BANKING INFORMATION | | |
| <i>Your organisation must have its own Bank/Credit Union Account or similar</i> | | |
| Full Account Name: <i>United Way South Australia Incorporated</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>Zoe Bettison</i> | |
| Referee's Contact Information: | <i>ransay@parliament.sa.gov.au</i> | |

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> 5 4 0 0 9 7 7 5 0 0 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"/> |
| 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: | |
| 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 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/salary</i> |
| EXPENSES <small>(specify the proposed expense budget by item:)</small> | \$ AMOUNT |
| <i>480 children's book packs</i> | <i>\$ 5,000</i> |
| <i>Staffing for project</i> | <i>\$ 3,225</i> |
| | |
| | |
| | |
| | |
| | |
| TOTAL (including GST): | \$ 8,225 |

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

Community Grant Application - Page 6 of 13

| Summary of Project/Event Information | |
|--|--|
| Is the funding for: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | <i>United We Read Imagination Library</i> |
| Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i> | <i>01/07/2020 through to 30/06/2021</i> |
| Total cost of Project/Event | <i>\$ 8,225</i> |
| Amount of Community Grant Funding Requested | <i>\$ 5,000</i> |
| Is there any other information that you may feel is relevant to your application? | |
| <input type="checkbox"/> There are no relevant attachments. | <input 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 type="checkbox"/> |
| Sport / Recreation | <input type="checkbox"/> |
| Environment | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> |
| Youth | <input checked="" type="checkbox"/> |
| Crime Prevention | <input type="checkbox"/> |
| Aged | <input type="checkbox"/> |

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

| 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>United Way South Australia Incorporated</i> |
| Group/Organisation Description | <i>Not-for-profit providing early literacy programs to the community</i> |
| Group/Organisation Registered Address | Number/Street: <i>56 Anderson Dr</i> Suburb: <i>Parafield</i> Postcode: <i>5106</i> |
| Is the Club Incorporated? | <i>yes</i> |
| Number of Members | <i>4</i> |
| % of Membership that reside in the City of Salisbury | <i>50 %</i> |
| Project/Event Details | |
| Project/Event Name | <i>United We Read Imagination Library</i> |
| Project/Event Summary | <i>Early literacy program for children aged birth to 5 years old</i> |
| Date(s) of Project/Event | <i>01/07/2020</i> |
| Location of Project/Event: | Number/Street: <i>Salisbury Council Area</i> Suburb: Postcode: |
| How will the Project/Event benefit the residents of the City of Salisbury? | <i>The program will improve the literacy rate and better prepare children for school.</i> |
| How many individuals will benefit from the Project/Event? | <i>40 children aged birth to 5 years old</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>No</i> |
| How will the Project/Event be promoted? | <i>Through our social media channels</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> | |
| 480 new children's books | \$ 3,264 |
| postage = packaging for 480 books | \$ 1,456 |
| 480 tip sheets for parents | \$ 240 |
| 40 registration forms and surveys | \$ 40 |
| | \$ |
| | \$ |
| | \$ |
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| | \$ |
| TOTAL (including GST): | \$ 5,000 |
| Quote Attached: <i>A detailed, current quote must 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>40 children living in Salisbury will receive a monthly book pack for 12 months. Each book pack contains a new, quality, age appropriate book for the child to keep. Also included in the pack is a tip/guide sheet for parents, to help engage their child with reading and how to make it a fun experience rather than a chore. Each book pack is sent directly out to the home of the child, addressed to the child, so the child feels special and takes ownership of their book. At enrollment to the program United Way will conduct a survey with the parents/carers to measure current reading habits within the home prior to receiving the books. United Way will again conduct the same survey 9-12 months after the child has been on the program to measure the change and impact that the program has had. The idea is to build a library at home for the child prior to starting school, so the child has exposure to books and reading. It is important for children to be read to from an early age, it helps with brain development, vocabulary, communication and emotions. Studies show that a child by the age 5 that is read to on a daily occurrence for at least 10 mins will only be exposed to 1.4 million more words than those children not read to. According to the Australian Early Development Census 2018 1 in 3 children in disadvantaged areas are developmentally at risk in the domain of literacy.</i></p> <p><i>Through our program in other areas in South Australia we have seen wonderful improvement not just with the child receiving the book packs but also their siblings and even the parents are becoming more confident with reading. The family is bonding and spending quality time together. Literacy is one of the most important life skills a person needs to help be successful in life.</i></p> |
| <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. 2. 3. |

| Benefits and Outcomes of the Project or Event |
|--|
| <p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>40 children will be better prepared with the required literacy skills they need to start school strong. Reducing the risk of starting behind as studies show that once a child starts school behind it is unlikely the child will catch back up. This then leads to other social issues. Our program is to provide the first building blocks in a child's development and education pathway.</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: (include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</p> <p><i>United Way SA have had many families requesting from the Salisbury area to join our program. United Way SA has been restricted with funding to certain postcodes and unable to register the child. United Way SA believe that the community will be very grateful and reseptive to the program and the spots will fill quickly. David Waylen from Salisbury Business Association has been a wonderful supporter of United Way SA.</i></p> <p><i>United Way SA attended the Salisbury Food and Cultral Festival and provided a reading area for families to enjoy, United Way SA also donated books to be sold at the recent Bush Fire Fundraising event in Salisbury.</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>Describe how the proposed project or event will be managed into the future: (outline how you will ensure sustainability and achieve outcomes for the project or activity)</p> <p><u>One-off Projects or Events</u></p> <p>Describe how the proposed project or event will be managed: (outline how you will achieve outcomes for the project or activity)</p> <p><i>United Way SA will identify and collaborate with local services to engage with 40 families in the Salisbury area and sign the child up to the program. United Way SA programs officer will then follow up with the families to complete surveys and check in to see if any further support is required.</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 United Way South Australian (Group/Organisation)

| | | |
|--|-----|--|
| Emma Brooke/GEO <i>(Name/Position)</i> | and | Gary Metcalf/Chairman <i>(Name/Position)</i> |
| _____ <i>(Signature 1)</i> | | _____ <i>(Signature 2)</i> |
| 20/2/2020 _____ <i>(Date)</i> | | 20/2/20 _____ <i>(Date)</i> |
| 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 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

| | |
|------------------------|---|
| ITEM | 7.2.8 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | 14/2020: Salisbury Villa Sports and Social Club Inc. - Community Grants Program Application |
| AUTHOR | Bronwyn Hatswell, PA to General Manager, Community Development |
| CITY PLAN LINKS | 3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making. |
| SUMMARY | The Salisbury Villa Sports and Social Club Inc. Application is submitted to the Sport, Recreation and Grants Committee for consideration. |

RECOMMENDATION

1. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and did **not** allocate funding for the April 2020 round of Community Grants for Grant No. 14/2020: Salisbury Villa Sports and Social Club Inc.

ATTACHMENTS

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

1. 14/2020: Salisbury Villa Sports and Social Club Inc. - Application

1. BACKGROUND

- 1.1 Salisbury Villa Sports and Social Club Inc. has not received prior Community Grants Program funding.

2. REPORT

- 2.1 The Salisbury Villa Sports and Social Club Inc. Application was received for the April 2020 round of Community Grants Program funding however the Application is incomplete and requires further information as follows:

- Evidence that the Committee has endorsed submission of the Community Grant Application was not provided;
- The full account name at the financial institution does not match the name of the Applicant;
- The ABN provided is not registered in the same name as the Applicant; and
- A detailed current quote was not provided for the training balls.

- 2.2 The further information has not been received.

- 2.3 The application is submitted to the Sport, Recreation and Grants Committee for consideration that funding is not recommended as a result of the COVID-19 outbreak outlined in the Community Grants Program Applications for April 2020 and Administration of Applications in Response to COVID-19 Outbreak report, Agenda number 7.2.1, 14/04/2020.

3. CONCLUSION / PROPOSAL

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

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020



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 (providing the eligibility criteria is met).

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 Villa Sports and Social Club Incorporated | | |
| Address: | Cnr Martins & Kings Road | | |
| Suburb: | Parafield Gardens SA Postcode: 5107 | | |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | | |
| Name: | Mr Pat Varapodio | | |
| Title (your role with the group/organisation): | Treasurer | | |
| Address: | [REDACTED] | | |
| Phone: | Landline: Mobile: [REDACTED] | | |
| Email: | [REDACTED] | | |
| 3. COMMUNITY GRANT RESPONSIBILITY | | | |
| Name of Person Responsible for the Grant: | Other: Pat Varapodio | | |
| Title (role with the group/organisation): | Treasurer | | |
| 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" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center;"> No <input type="checkbox"/> (go to question b) </td> </tr> </table> | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) |
| Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) | | |
| ASIC Registration Number: | | | |
| b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i> | <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center;"> No <input type="checkbox"/> (go to question c) </td> </tr> </table> | Yes <input type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question c) |
| Yes <input type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question c) | | |
| Parent Organisation | | | |
| Name: | | | |
| ASIC Registration Number: | | | |

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

Community Grant Application - Page 3 of 13

| Organisation Information (continued) | | |
|--|---|---|
| c) Community/Non-Profit: | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission? | Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i> | No <input checked="" type="checkbox"/> |
| d) Government Funded: <i>(if Yes, please list funding source/s and purpose in part e & f)</i> | Yes <input type="checkbox"/> (go to question e & f) | No <input checked="" type="checkbox"/> |
| e) Funding source/s: | | |
| f) Purpose: | | |
| g) Other (please specify): | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 5. BANKING INFORMATION | | |
| Your organisation must have its own Bank/Credit Union Account or similar | | |
| Full Account Name: SALISBURY VILLA SOCCER & SOCIAL CLUB <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: | Joe Carbone (Festival City Wines) | |
| Referee's Contact Information: | [REDACTED] | |

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

Community Grant Application - Page 4 of 13

| GST Declaration | | |
|--|---|--|
| I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status. | | |
| Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 7 9 9 9 6 6 9 4 0 3 5 <i>(If No, the ABN Declaration Form attached must be signed)</i> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your group/organisation registered for GST | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i> | | |

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

Community Grant Application - Page 5 of 13

| Project/Event Budget Information | |
|--|---|
| Will the project or event generate income (e.g. ticket sales, entry fee etc.)? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <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>Labour from Volunteers</i> |
| EXPENSES <small>(specify the proposed expense budget by item;)</small> | \$ AMOUNT |
| <i>Soccer Jersey set for Juniors</i> | <i>\$ 2,640</i> |
| <i>Soccer Jersey set for Seniors</i> | <i>\$ 1,320</i> |
| <i>Training Balls and Vests for Juniors</i> | <i>\$ 1,040</i> |
| | |
| | |
| | |
| | |
| | |
| TOTAL (including GST): | \$ 5,000 |

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: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | <i>Junior and Senior Kits</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>\$ 5,000</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? | |
| <input type="checkbox"/> There are no relevant attachments. | <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. <i>quotes for Junior Jersey</i> 2. <i>quote for Senior Jersey</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"/> |

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Community Grant Application - Page 7 of 13

| Project/Event Details | |
|--|--|
| Previous Community Grants Program Funding | |
| Has your Organisation previously received a Community Grant? <i>(If Yes – when, amount granted and what the grant was for)</i> | <input type="checkbox"/> Yes |
| | <input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i> |
| When was the Grant funding received (month & year): | |
| What amount of Grant funding was provided: | |
| When was the previous Grant acquitted (month & year): | |
| Group/Organisation Information | |
| Group/Organisation Name | <i>Salisbury Villa Sports and Social Club</i> |
| Group/Organisation Description | <i>Sporting</i> |
| Group/Organisation Registered Address | Number/Street: <i>cnr Martins Road and Kings road</i> Suburb: <i>Salisbury downs SA</i> Postcode: <i>5107</i> |
| Is the Club Incorporated? | <i>yes</i> |
| Number of Members | <i>120</i> |
| % of Membership that reside in the City of Salisbury | <i>98 %</i> |
| Project/Event Details | |
| Project/Event Name | <i>2020 football season</i> |
| Project/Event Summary | <i>Junior and Senior Amature Soccer competition</i> |
| Date(s) of Project/Event | <i>01/04/2020</i> |
| Location of Project/Event: | Number/Street: <i>cnr Martins Road and Kings road</i> Suburb: <i>Salisbury Downs SA</i> Postcode: <i>5107</i> |
| How will the Project/Event benefit the residents of the City of Salisbury? | <i>We will provide a safe and positive venue for the community to participate in the Amature Soccer competition for 2020</i> |
| How many individuals will benefit from the Project/Event? | <i>180</i> |
| % of project/event participants that reside in the City of Salisbury | <i>95 %</i> |
| If it is an Event, is it open to the public? | <i>Yes</i> <input type="button" value="v"/> |
| How will the Project/Event be promoted? | <i>Social Media - E&D Soccer league</i> |

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Community Grant Application - Page 8 of 13

| Grant Money Requested | |
|---|---|
| Amount Requested | \$ 5,000 |
| Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i> | |
| Soccer Jersey set for Seniors | \$ 1,320 |
| Soccer Jersey set for 11 Junior Teams | \$ 2,640 |
| Training Balls for Junior teams | \$ 1,040 |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL (including GST): | \$ 5,000 |
| 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

| Application Declaration | |
|--|---|
| <i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i> | |
| Please read, tick the S1 and S2 boxes and sign: | |
| S1 | S2 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| I acknowledge that I am authorised to make this application on behalf of the Organisation. | |
| <input checked="" type="checkbox"/> | <input 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 <u>Salisbury Villa soccer club</u> (Group/Organisation) | |
| Pat Varapodio / Treasurer <i>(Name/Position)</i> | and |
| Joe Varapodio / Hall Hire Manager <i>(Name/Position)</i> | |
| _____ <i>(Signature 1)</i> | _____ <i>(Signature 2)</i> |
| 09 March 2020 <i>(Date)</i> | 09 March 2020 <i>(Date)</i> |
| <i>Contact (phone number):</i> [REDACTED] | <i>Contact (phone number):</i> [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

Application Declaration

Please note that this declaration must be signed by two current senior office holders of the group (President or President Secretary) (Required)

Please read, tick the and boxes and sign:

- 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 accrual 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 Villa Soccer Club:

| | |
|--|--|
| <p><i>President / Treasurer</i></p> <p><i>[Signature]</i></p> <p>09 March 2020</p> | <p><i>President / Secretary / Manager</i></p> <p><i>[Signature]</i></p> <p>09 March 2020</p> |
|--|--|

Verified by PC/Effiler
09/10/2020

Community Grants Application - Page 12 of 13

Equipment Set ID: 4528589
Version: 1, Version Date: 15/03/2020



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

Salisbury Villa Soccer Club:

02nd March, 2020

Att: Due Costanzo

[Redacted] hereby quotes the following prices for Salisbury Villa Soccer Club:

| QTY | PRODUCT | PRICE (ex. gst) | TOTAL (ex. gst) |
|-----|--|--------------------------|------------------|
| 2 | \$600.00 Soccer Jersey Set for Seniors | \$600.00 | \$1200.00 |
| | | TOTAL (ex. gst): | \$1200.00 |
| | | TOTAL (inc. gst): | \$1320.00 |

The above prices include all logos, sizes and artwork.

Regards,

[Redacted Signature]

[Redacted Address]



PURCHASE ORDER

Salisbury Villa Soccer Club
 Cnr Martins & Kings Rd ,
 Parafield Gardens
 Postal- PO Box 2018 Salisbury Downs, South Australia 5108
 Australia

BILL TO
 [REDACTED]

Estimate Number: training balls 2020

P.O./S.O. Number: PATV1305

Estimate Date: February 2, 2020

Expires On: February 29, 2020

Grand Total (AUD): \$1,174.50

| Items | Quantity | Price | Amount |
|--|----------|---------|------------|
| size 4 balls NIKE PITCH TEAM ORANGE | 60 | \$13.50 | \$810.00 |
| size 3 balls NIKE PITCH TEAM ORANGE | 12 | \$13.50 | \$162.00 |
| size 5 balls NIKE PITCH TEAM ORANGE | 15 | \$13.50 | \$202.50 |
| Total: | | | \$1,174.50 |
| Grand Total (AUD): | | | \$1,174.50 |

Notes

Please call Pat Varapodio on [REDACTED] for collection

| | |
|------------------------|---|
| ITEM | 7.2.9 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | 15/2020: Northern Districts Athletics Club Inc. - Community Grants Program Application |
| AUTHOR | Bronwyn Hatswell, PA to General Manager, Community Development |
| CITY PLAN LINKS | 3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 4.3 Have robust processes that support consistent service delivery and informed decision making. |
| SUMMARY | The Northern Districts Athletics Club Inc. Community Grants Program Application is submitted to the Sport, Recreation and Grants Committee for information. |

RECOMMENDATION

1. The information be received and noted that the 15/2020: Northern Districts Athletics Club Inc. Application is deemed ineligible for Community Grants Program funding in accordance with sections 8.2 and 10.7.1 of the Guidelines and Eligibility Criteria.

ATTACHMENTS

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

1. 15/2020: 1.1 Northern Districts Athletics Club Inc. - Application

1. BACKGROUND

- 1.1 Northern Districts Athletics Club Inc. received \$2,500 Community Grants Program funding in March 2018 to assist with the purchase of traffic management and racing bibs for the Salisbury Half Marathon.
- 1.2 The Northern Districts Athletics Club Inc. Application is deemed ineligible for Community Grants Program funding in accordance with sections 8. and 10. of the Guidelines and Eligibility Criteria.

2. REPORT

- 2.1 The Northern Districts Athletics Club Inc. Application was received for the April 2020 round and is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria sections 8.2 and 10.7.1:
- 8.2 Funding will not be considered for the following:
money already sent or funding of existing debts or shortfalls; and
 - 10. Ineligible Items:
 - 10.7 Funding will not be considered for Existing Debts and Shortfalls*
 - 10.7.1 Reimbursement of expenses incurred by the organization prior to grant funds being approved.*
- 2.2 The Application was received for the April 2020 round of Community Grants Program funding for an event that is taking place on 5 April 2020, before the Application can be assessed by the Sport, Recreation and Grants Committee on 14 April 2020.
- 2.3 The Northern Districts Athletics Club Inc. has been advised that the Application is ineligible.

3. CONCLUSION / PROPOSAL

- 3.1 The Northern Districts Athletics Club Inc. is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria sections 8.2 and 10.7.1 as the event is taking place before the Sport, Recreation and Grants Committee meeting would consider the application for funding.
- 3.2 The Northern Districts Athletics Club Inc. Application is submitted for information a 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: 07/04/2020



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 (providing the eligibility criteria is met).

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: | Northern Districts Athletics Club | | |
| Address: | Rundle Reserve, Rundle Rd | | |
| Suburb: | Salisbury South Postcode: 5106 | | |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | | | |
| Name: | Dr <input type="checkbox"/> Nathan Rout-Pitt | | |
| Title (your role with the group/organisation): | Vice-President/ Grants Officer | | |
| Address: | [REDACTED] | | |
| Phone: | Landline: Mobile: [REDACTED] | | |
| Email: | [REDACTED] | | |
| 3. COMMUNITY GRANT RESPONSIBILITY | | | |
| Name of Person Responsible for the Grant: | Dr <input type="checkbox"/> Nathan Rout-Pitt | | |
| Title (role with the group/organisation): | Vice-President/ Grants Officer | | |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | | | |
| How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small> | The club is managed by an elected executive committee | | |
| Is your organisation: | | | |
| a) Incorporated: | <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input type="checkbox"/> (go to question b) </td> </tr> </table> | Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) |
| Yes <input checked="" type="checkbox"/> (go to question c) | No <input type="checkbox"/> (go to question b) | | |
| ASIC Registration Number: | A43373 | | |
| b) Operated under a Parent Organisation: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small> | <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table> | Yes <input type="checkbox"/> (go to question c) | No <input checked="" type="checkbox"/> (go to question c) |
| Yes <input type="checkbox"/> (go to question c) | No <input checked="" type="checkbox"/> (go to question c) | | |
| Parent Organisation | | | |
| Name: | | | |
| ASIC Registration Number: | | | |

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


| Organisation Information (continued) | | |
|---|---|---|
| c) Community/Non-Profit: | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission? | Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i> | No <input checked="" type="checkbox"/> |
| d) Government Funded: <i>(if Yes, please list funding source/s and purpose in part e & f)</i> | Yes <input type="checkbox"/> <i>(go to question e & f)</i> | No <input checked="" type="checkbox"/> |
| e) Funding source/s: | | |
| f) Purpose: | <i>To Build athletics and good health in the Northern Suburbs</i> | |
| g) Other (please specify): | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 5. BANKING INFORMATION | | |
| <i>Your organisation must have its own Bank/Credit Union Account or similar</i> | | |
| Full Account Name: <i>Northern Districts Athletics Club</i> <i>*do not provide account or BSB numbers*</i> | Financial Institution Name: [REDACTED] | |
| | Branch Location: [REDACTED] | |
| 6. REFEREE INFORMATION | | |
| <i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i> | | |
| Referee's Name: | <i>Matt Evans</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 9 1 0 5 3 8 3 5 0 0 <i>(If No, the ABN Declaration Form attached must be signed)</i> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Is your group/organisation registered for GST | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i> | | |

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

Community Grant Application - Page 5 of 13

| Project/Event Budget Information | |
|--|---|
| Will the project or event generate income (e.g. ticket sales, entry fee etc.)? | Yes <input 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: | \$ 2,000 |
| Organisation's contribution: | |
| 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>Prizes donated from various businesses throughout Salisbury</i> |
| 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): | \$ 2,500 |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | <i>The group will be organising our own volunteers as course marshalls, bib collection, marking out the course, event preparation and organisation.</i> |
| EXPENSES <small>(specify the proposed expense budget by item;)</small> | \$ AMOUNT |
| <i>Traffic Management</i> | \$ 1,598 |
|  | \$ 207 |
| <i>Event flyers and signs</i> | \$ 495 |
| <i>Place getter medals and ribbons</i> | \$ 290 |
| <i>Course markers</i> | \$ 132 |
| <i>Course marking trailer</i> | \$ 133 |
| | |
| | |
| TOTAL (including GST): | \$ 2,855 |

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

Community Grant Application - Page 6 of 13

| Summary of Project/Event Information | |
|--|--|
| Is the funding for: <i>(please tick which is applicable)</i> | <input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | <i>Salisbury Half Marathon</i> |
| Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i> | <i>5th April 2020</i> |
| Total cost of Project/Event | <i>\$ 2,855</i> |
| Amount of Community Grant Funding Requested | <i>\$ 1,805</i> |
| Is there any other information that you may feel is relevant to your application? | |
| <input checked="" type="checkbox"/> There are no relevant attachments. | <input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2. |
| Which category best describes your project/event? <i>(please check all that apply)</i> | |
| Health | <input checked="" type="checkbox"/> |
| Establishment of a new group | <input type="checkbox"/> |
| Education and Training | <input type="checkbox"/> |
| Culture / Arts | <input type="checkbox"/> |
| Sport / Recreation | <input checked="" type="checkbox"/> |
| Environment | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> |
| Youth | <input checked="" type="checkbox"/> |
| Crime Prevention | <input type="checkbox"/> |
| Aged | <input type="checkbox"/> |

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

| 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 2018</i> |
| What amount of Grant funding was provided: | <i>\$ 2,500</i> |
| When was the previous Grant acquitted (month & year): | <i>October 2018</i> |
| Group/Organisation Information | |
| Group/Organisation Name | <i>Northern Districts Athletics Club</i> |
| Group/Organisation Description | <i>Community Sporting club</i> |
| Group/Organisation Registered Address | Number/Street: <i>Rundle reserve, Rundle rd</i> Suburb: <i>Salisbury South</i> Postcode: <i>5106</i> |
| Is the Club Incorporated? | <i>Yes</i> |
| Number of Members | <i>250</i> |
| % of Membership that reside in the City of Salisbury | <i>90 %</i> |
| Project/Event Details | |
| Project/Event Name | <i>Salisbury Half Marathon</i> |
| Project/Event Summary | <i>This is a fun run event, providing a half marathon and smaller distances</i> |
| Date(s) of Project/Event | <i>5/4/2020</i> |
| Location of Project/Event: | Number/Street: <i>Carisbrook Park, Main North rd</i> Suburb: <i>Salisbury Park</i> Postcode: <i>5109</i> |
| How will the Project/Event benefit the residents of the City of Salisbury? | <i>This is the only half marathon event in the city of Salisbury and promotes healthy living for its residents.</i> |
| How many individuals will benefit from the Project/Event? | <i>300 Based on previous members and growth, we expect to get over 300</i> |
| % of project/event participants that reside in the City of Salisbury | <i>99 % This is difficult to gauge, be we expect participants from around Adelaide.</i> |
| If it is an Event, is it open to the public? | <i>Yes</i> <input type="button" value="v"/> |
| How will the Project/Event be promoted? | <i>Promotion through facebook and community flyers</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 | \$ 1,805 |
| Itemised Breakdown of Costs: | |
| <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i> | |
| Traffic Management | \$ 1,598 |
| <div style="background-color: black; width: 100px; height: 15px;"></div> | \$ 207 |
| | \$ |
| | \$ |
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| | \$ |
| TOTAL (including GST): | \$ 1,805 |
| Quote Attached: | <input checked="" type="checkbox"/> Yes |
| <i>A detailed, current quote <u>must</u> be provided with the application.</i> | <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

| Project or Event Scope |
|--|
| <p><i>Provide a description of the proposed project or event:</i></p> <p><i>The salisbury half marathon is the only half marathon provided within the city of Salisbury which will also have a 5km, 10km and 2km distances available for those who are not comfortable running longer distances, as well as kids who are limited to shorter distances.</i></p> <p><i>The event will be primarily organised, managed and run by volunteers from the Northern Districts Athletics Club. The Half marathon course extends from carisbrooke park along the little para trail towards Little Para Linera Park (Lower) and back.</i></p> <p><i>The course is predominantly along the trail, however participants must briefly exit at Jenkins reserve on to Porter St, making a left hand turn onto Brian St and then returning onto the trail near Woodman Green. Traffic management will be staired along this area.</i></p> <p><i>The course will also pass through the Little para golf course car park, where we will have traffic management stationed. Traffic management will be set up at these two locations for upto 3hrs to ensure the safety of participants.</i></p> <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. 2. 3. |

| Benefits and Outcomes of the Project or Event |
|--|
| <p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>By providing a fun run with Distances including 2km, 5km, 10km and 21.1km, we are promoting a healthy life style for the residents of Salisbury. We already have a recreational running group that train at the club on a Wednesday that we encourage people to attend to prepare for the event.</i></p> |

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

| Support for the Project or Event |
|---|
| <p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>This event is supported by the South Australian Little Athletics Association and Athletics South Australia. The event will also be supported by our club sponsors: Local businesses have donated prizes for our raffle and fruit for our runners. This event is also run in conjunction with the Southern Athletics Club who run a half marathon in Aldinga. A champion is announced after both events have been run by the club with the highest score.</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 project is predominantly volunteer run and therefore costs are significantly reduced. Previous years, the Salisbury council had paid for traffic management voluntarily but the club has sort funding ourselves the last few years. Traffic management in particular is a highly important aspect of this event to ensure the safety of all participants, however the costs of traffic management mean that we need to find external sources of funding for it. The event has now been running for four years with participation increasing each year.</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 Northern Districts Athletics Club (Group/Organisation):

Nathan Root-Pitt and Jenni Damsky President
(Name/Position) (Name/Position)

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

13/3/2020 (Date) 10.3.2020 (Date)

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

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

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



Declaration Where No Australian Business Number is Required

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

I am providing my services as:

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

Northern Districts Athletics Club
(Group/Organisation)

Nathan Rout-Pitt: Vice President/Grants
(Name/Position)


(Signature)

15 March 2020
(Date)

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



Event Number: 15848

Date of Issue: 30/01/2020

Quote Valid until: 13/02/2020

Organiser

Name: Chike Igobokwe
 Organisation: Northern Districts Athletics Club

Event Information

Date: 5 April 2020
 Event Name: Salisbury Half Marathon 2020
 Event Location: Salisbury South

Thank you for providing [redacted] 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 [redacted]. 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 |
| Sun 5-Apr-20 | 06:30 | 11:00 | Carisbrooke Reserve | 2 | 4.50 | First Aid Support | \$207.00 |
| Required if an event is 6+ hours in duration | | | | | | Meal Charges | \$0.00 |
| Required if a vehicle is mandatory for event | | | | | | Vehicle/s Charge | \$0.00 |
| | | | | | | Subtotal | \$207.00 |
| | | | | | | GST - Not Applicable | \$0.00 |
| | | | | | | Grand Total | \$207.00 |

Quote Acceptance must be received via email by Quote Validity date specified above

[Redacted signature and contact information]

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
- [REDACTED] 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 [REDACTED] 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 [REDACTED] 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 [REDACTED] proposes to deploy at the event, as sufficient and appropriate.

Working with Children and Police Checks

All [REDACTED] 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

[REDACTED] will maintain appropriate levels of insurance with its reputable Insurer that provides adequate coverage for the services required by [REDACTED] 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 [REDACTED] via email no later than 16:00 on the last business day prior to the event. If you fail to notify [REDACTED] of a cancellation or notification is provided after 16:00 of the last business day prior to the event, [REDACTED] may charge a \$50.00 fee to recoup our administrative costs in addition to any costs incurred by [REDACTED]
- If the event is cancelled due to inclement weather, [REDACTED] may elect to waive the payment of the Event Fee, provided that the client notifies [REDACTED] at least two hours prior to the commencement of the event. Any such waiver is at the absolute discretion of [REDACTED].

Payment Terms

An invoice will be issued **after** each event and will be payable within 14 days from the date of the invoice.



Salisbury Half Marathon 2020.

Traffic Management

Requirement: 5 traffic controllers & 3 traffic Vehicles required.

Estimated time with travel: 4.5 hours

2 x 2 Man Crews

Plus 1 x 1 Man Crew – (correction to supply listed previously)

2 Traffic Controllers & 1 Traffic Vehicle (weekend penalty rate applies) on a weekend costs \$135.00 per hour.

Multiply this by 4.5 hours = \$1,215.00

1 Traffic Controllers & 1 Traffic Vehicle (weekend penalty rate applies) on a weekend costs \$85.00 per hour

Multiply this by 4.5 hours = \$382.50.00

Total:\$1597.50.00

Subtotal: \$1597.50 excluding GST.

**No charges for Traffic management plans required or permits.

If you have any queries please do not hesitate contacting me and I shall be glad to assist

Sincere Regards

[Redacted signature block]



Minutes

| Purpose | Executive Committee meeting | | |
|-------------------|---|-------------|---------------------------------|
| Date | 10 th December 2019 | | |
| Start Time | 7.00 pm | | |
| Venue | Brahma Lodge Hotel. | | |
| Attendees | Executive committee: Jenni Dansie (Chair), Paul Russell, Micheal Fraser, Cherie Boxall, Leonie Fraser, Nathan Rout, Ben Kilpatrick, Jenny Plunkett- Jones and Rachel Holman | | |
| Apologies | Simon Moran, Paul Carlin, Josh Curtis and Chike Igbokwe | | |
| Absent | | | |
| No. | Item and Decision Statement | Time | Responsible |
| • | APOLOGIES | 1 | Jenni |
| • | ADOPTION OF MINUTES – 12 th November 2019 Moved by Ben Seconded by Nathan | 5 | Jenni |
| • | REVIEW ACTION ITEMS FROM PREVIOUS MINUTES | 5 | Jenni |
| • | CORRESPONDENCE IN & OUT [REDACTED] | 5 | Jenni |
| • | EQUIPMENT REQUESTS & DISCUSSION TOPICS: [REDACTED] | 10 | Jenni |
| • | REGULAR REPORT 1. President's report – none tabled 2. Treasurer's report – moved by Jenny Seconded by Ben 3. Other reports – none tabled | 10 | Jenny |
| • | OTHER BUSINESS • [REDACTED] [REDACTED] • [REDACTED] [REDACTED] • [REDACTED] [REDACTED] | | Jenny Jenni Jenni |



Minutes

| | | | |
|---|--|----------|---|
| | <ul style="list-style-type: none"> • [REDACTED] • <u>Half Marathon</u> No update as Chike was an apology. • [REDACTED] • Salisbury Council Grant Nathan to organise application for \$5,000 grant <p><u>Meeting closed 8.52 pm</u></p> | | <p>Cherie</p> <p>Jenni</p> <p>All</p> <p>Jenni & Nathan</p> |
| <ul style="list-style-type: none"> • | <p>NEXT MEETING – Tuesday 11th February 2020 at 7.30 pm at the Clubrooms</p> | <p>-</p> | <p>-</p> |



Minutes

ACTION ITEMS CARRIED FORWARD

| Date | Task | Responsibility | Due |
|--------|------------|----------------|---------|
| Sep 19 | [REDACTED] | Josh & Ben | Ongoing |
| | | | |
| | | | |
| | | | |

MEETING CLOSED at 8.52 pm

| | |
|------------------------|---|
| ITEM | 7.2.10 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | Youth Sponsorship Applications and Administration of Applications in Response to COBID-19 Outbreak |
| AUTHOR | Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence |
| CITY PLAN LINKS | 4.3 Have robust processes that support consistent service delivery and informed decision making. 3.3 Be a connected city where all people have opportunities to participate. |
| SUMMARY | This report also outlines recommendations for the administration of Youth Sponsorship applications as a result of the COVID-19 outbreak. |

RECOMMENDATION

1. The information be received and noted.
2. Council endorse the suspension of the Youth Sponsorship Program effective 23 March 2020, to support the measures established by the City of Salisbury to promote safety and reduce the potential for the spread of COVID-19, recognising the uncertainty of the timeframe that social distancing rules will remain in force.
3. Recommencement of the Youth Sponsorship Program to be reviewed when the social distancing rules are officially lifted by the Australian Federal/State Government.
4. The remaining balance of the Youth Sponsorship Program funding budget for 2019/2020 be considered for repurposing in the report to be presented to the April 2020 Budget & Finance Committee.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

1.1 At the Council meeting held on 30 March it was resolved:

Motion on notice: minimising the financial impact to our sporting and community clubs impacted by COVID19

2.2 *The report to include advice on repurposing the Community Grants Program, Youth Sponsorship Program and Community Event Grants into recovery grants for affected clubs (recovery grants may be used for events).*

Resolution number 0443/2020; 23/03/2020

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 General Manager Business Excellence
- 2.2 External
 - 2.2.1 N/A

3. REPORT

- 3.1 The City of Salisbury is consistently monitoring the evolving threat of COVID-19 (Coronavirus) in order to determine the most effective actions in line with advice from the State and Federal Governments and other key agencies.
- 3.2 We have been advised by a number of applicants that have already received funding for upcoming events that these events have now been postponed due to the COVID-19 pandemic.
- 3.3 Advice has been provided to applicants that at this stage funding can be retained pending the rescheduling of events as the acquittal document can then be completed.
- 3.4 Should events not be rescheduled funds are to be returned to the City of Salisbury to enable applicants to submit an application for future selections/representations.
- 3.5 It is recommended that the Youth Sponsorship Program funding is suspended until further notice, and to take effective 23 March 2020
- 3.6 Notification will be placed on the City of Salisbury website informing Applicants that the Youth Sponsorship Program is suspended until further notice as a result of the COVID-19 outbreak, and when available, include information relating to recovery grants.
- 3.7 The remaining balance of the Youth Sponsorship funding, that can be repurposed is **\$18,500** (which includes further funding of \$10,000 (Resolution 0472/2020, 30/03/2020)).

4. CONCLUSION / PROPOSAL

- 4.1 The Youth Sponsorship Program be suspended until further notice as a result of the COVID-19 outbreak.
- 4.2 The remaining balance of the Youth Sponsorship funding be repurposed and utilized as recovery grants.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/04/2020

| | |
|------------------------|---|
| ITEM | 7.2.11 |
| | SPORT, RECREATION AND GRANTS COMMITTEE |
| DATE | 14 April 2020 |
| HEADING | Minor Capital Works Grant Program - Para Hills Bowling Club Inc. |
| 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 Para Hills Bowling Club has requested additional funding through the Minor Capital Works Grant Program for their approved free-standing shade structure project. An amount of \$26,580 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 additional amount of \$26,580 (equalling a total of \$42,932 including 20% contingency) 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. Para Hills Bowling Club Inc - Letter of Request for Further Funding
2. Para Hills Bowling Club - Minor Capital Works Grant Program - Application

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 An application from the Para Hills Bowling Club was approved in November 2019 by the Sport, Recreation and Grants Committee for an amount of \$16,352 (including 20% contingency) through the Minor Capital Works Grant Program for the installation of free-standing shade structures.
- 1.5 At the time of approval the Para Hills Bowling Club had applied to the State Government Department for Human Services for additional funding of \$22,150 which was to be used to co-fund the project.
- 1.6 The 11 November 2019 Sport, Recreation and Grants Committee Agenda item 7.2.13 Minor Capital Works Grant Program - Para Hills Bowling Club – Application, included the following information:
- 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.*
- 1.7 The Para Hills Bowling Club has advised that they have been unsuccessful in receiving the additional funding through the DHS funding program.
- 1.8 The Club has advised that the project still remains a priority for the club and needs to be completed to the original scale however cannot be completed without the additional funding.
- 1.9 The Club has requested that Council consider providing further funding through the Minor Capital Works Grant Program for additional costs of the project (\$22,150) as per the attached letter.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
- 2.1.1 Community Planning and Vitality
 - 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

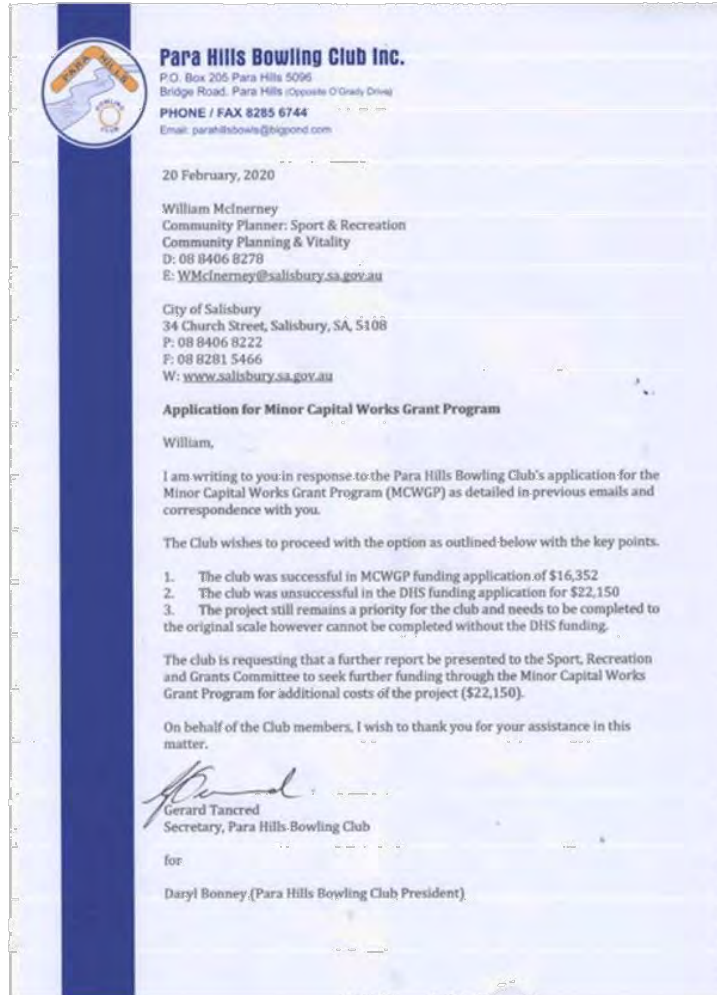
- 3.1 The Para Hills Bowling Club, located at the Paddocks Precinct, Para Hills has a total membership of 238. The club has an executed lease with the City of Salisbury for the use of a building, two (2) bowling greens, and one (1) synthetic bowling green at the precinct.
- 3.2 The new free-standing 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 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.
- 3.4 The Para Hills Bowling Club has been unsuccessful in their application to the State Government Department for Human Services for additional funding of \$22,150 which was to be used to co-fund the project.
- 3.5 The Club has indicated that the project still remains a priority for the club and needs to be completed to the original scale (scope of works) however cannot be completed without additional funding.
- 3.6 The Club has requested that a further report be presented to the Sport, Recreation and Grants Committee to see further funding through the Minor Capital Works Grant Program for additional costs of the project (\$22,150 plus 20% contingency).
- 3.7 The original proposed scope of works includes:
 - 3.7.1 Supply of 8 free-standing shade structures
 - 3.7.2 Installation of 8 free-standing shade structures
- 3.8 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.
- 3.9 As part of the original application, the PHBC 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 Club is applying for MCWGP funding to cover the additional costs of the project (\$22,150). Applying the required 20% contingency to the funding requested (\$22,150) requires the MCWGP funding amount to be capped at \$26,580.
- 3.11 This would take the total amount funded through the Minor Capital Works Grant Program budget to \$42,932 (including 20% contingency) which is within the MCWGP Category A maximum allocation amount (\$50,000).
- 3.12 The Club has not had any major building renewal undertaken recently and 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.
- 4.3 The Para Hills Bowling Club was unsuccessful in their application for funding through the State Government Department of Human Services for \$22,150 towards the project.
- 4.4 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 additional amount of \$26,580 be allocated for the installation of free-standing shade structure at The Paddocks Precinct.
- 4.5 This would take the total amount funded through the Minor Capital Works Grant Program budget to \$42,932 (including 20% contingency) which is within the MCWGP Category A maximum allocation amount (\$50,000). 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: 07/04/2020



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. |

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



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 7.2.11 - Attachment 2 - Para Hills Bowling Club - Minor Capital Works Grant Program - Application

FELTON INDUSTRIES PROPOSAL

Date 06-Aug-2019

Proposal No. 13107 - OPTION B
Organisation Names: PARA HILLS BOWLING CLUB
Contact Name: DARYL BONNEY
Contact Number: [REDACTED]
Email Address: [REDACTED]
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

05.08.2019 4:25:04 PM

Page 1 of 1

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