



## **GLAMORGAN SPRING BAY COUNCIL**

### **2016/2017 COMMUNITY SMALL GRANTS PROGRAM**

#### **APPLICATION PACKAGE**

A funding scheme initiated by the Glamorgan Spring Bay Council to assist  
with community development  
in Glamorgan Spring Bay

- ◆ Guidelines for Applicants
- ◆ Grants and Assistance application form
- ◆ Acquittal Form

# COMMUNITY SMALL GRANTS PROGRAM

## GUIDELINES FOR APPLICANTS

The Glamorgan Spring Bay Council's Community Small Grants Program provides small grants to individuals and community organisations and groups to assist them to undertake programmes and activities within the Glamorgan Spring Bay municipal area.

Council receives requests for more funding than is available and consequently funds under the programme are limited. The majority of grants will be restricted to no more than \$1,000, however, in certain circumstances, Council may consider increasing the allocation.

There is no specific funding period. Applications for funding assistance shall be considered throughout the year until such time as the available funds have been exhausted.

### ELIGIBILITY

- Applications must be from not-for-profit organisations as defined as follows:-
  - √ Its main operating purpose is other than to provide goods and services for profit;
  - √ Other than in the case of winding up, no member/owner has the right to surpluses of the entity.
  - √ That entity does not have the right to transfer ownership to members/owners.
- Any resident of the Glamorgan Spring Bay municipal area who has been selected on merit to participate or compete in any event or project of state, national or international significance may seek funding assistance.
- Projects should aim to:
  - address relevant community issues of significance;
  - be initiated within the community and actively involve local people.
  - improve access and encourage wider use of facilities.

### COUNCIL REQUIREMENTS

- Completed Small Grants Program Application Form.
- A plan or sketch of the proposed project (if applicable).
- Copy of the most recent financial statement or project budget.
- Successful applicants should provide a brief written report of the success or otherwise of the project prior to the conclusion of the financial year, together with a photo (if applicable) and a final grant acquittal.

For further information, please contact Lona Turvey:

Telephone:..... (03) 6256 4778

Facsimile: ..... (03) 6256 4774

Email: ..... [lona@freycinet.tas.gov.au](mailto:lona@freycinet.tas.gov.au)

Return completed forms to PO Box 6, Triabunna, 7190

# COMMUNITY SMALL GRANTS PROGRAM

## 2016/2017

Name of Applicant:.....

Postal Address:.....

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Contact Person: .....

Position: .....

Contact Telephone Number:.....

Email Address:.....

Fax Number: .....

Is your organisation an incorporated body? Yes / No

Project title and brief description:

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**Other Comments** (for example, benefits of the project to the community, support from any other groups or organisations).

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Total Cost of Project: \$ .....

Amount sought from Council: \$ .....  
(Maximum of \$1,000)

What amount will be contributed  
by your organisation? \$ .....

Will any other organisations be providing funding?  
(Provide details below of any confirmed or anticipated contributions from  
other sources \$ .....

Signed: .....

Name: (please print) .....

Position in Organisation: .....

Date: .....

# COMMUNITY SMALL GRANTS PROGRAM

## GRANT ACQUITTAL FORM 2016/2017

Name of Successful Applicant:.....

Postal Address:.....

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Contact Person: .....

Position: .....

Contact Telephone Number:.....

Email Address:.....

Fax Number: .....

Is your organisation an incorporated body? Yes / No

Project title and brief description:

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**INCOME**

Monies Received ex Council .....

Own Contribution .....

Other Funding .....

**TOTAL INCOME** .....

**EXPENDITURE**

Receipts provided (where possible)

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**BALANCE OF FUNDS** .....

Did the project achieve the outcomes that you expected?

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**Signed by authorised person:**.....

**Date:** .....