



Shire of Wickepin Community Grants 2020/21

General Grant Application Form

Closing Date 4pm Friday 22 May 2020

FUND OBJECTIVE - Funds from Council may be made available for the following:

- Establishment or improvement of playing areas or buildings
- Support for major sporting and community events
- Support for general sporting clinics, including coaching clinics
- To assist community groups in establishing a service or activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.
- Increasing visitors to the region

PLEASE COMPLETE ALL QUESTIONS

Applications to be addressed to:

Chief Executive Officer
Shire of Wickepin
PO Box 19
Wickepin WA 6370

Applications can be delivered to:

Shire of Wickepin
77 Wogolin Road
Wickepin WA 6370

Email

admin@wickepin.wa.gov.au

Please contact the Shire of Wickepin Community Development Officer prior to applying for funding to discuss the project application and funding requirements.

Funds requested must demonstrate to be of benefit to the broader Shire of Wickepin community and an acquittal is to be provided to the Shire within six months of receiving funding. An extension can be applied for in writing to the Chief Executive Officer.

As Council intends to process all applications as equitably as possible, all selection criteria must be addressed in your application.

Council actively encourages applicants to pursue alternate funding if events/activities/programs are eligible under the CSRFF, Lotterywest or other grants.

Available community grant funding in any given year will be subject to allocation by Council for that financial year.

It is strongly recommended that applications are not left to the last week of final closing date before submission. Late applications will not be considered under any circumstances.

GUIDELINES

All applications must be completed on the Shire of Wickepin Community Grants form attached.

Applications should be supported by 2 written quotes for materials or other goods included in the funding submission if possible.

Applications will be acknowledged as received by Council.

Council reserves the right to request further information on demand.

Council reserves the right to consider and allocate funds without the right of appeal. Money will not be allocated for completed projects. Council reserves the right to set aside large projects as longer term budget items to be funded over more than one year.

No project requiring funding shall commence without the written consent of Council.

Money granted must be spent on the project allocated.

All monies allocated must be spent and claimed and acquitted by 30 June in the financial year for which it was allocated and any unspent allocation will not be carried over to the next budget year.

Council reserves the right to inspect reserves and buildings without prior notification to the respective committee.

All funded projects are to acknowledge the Shire of Wickepin through project media, community engagement and event promotions. The Shire's Community Development Officer can provide support regarding signage and approved use of the Shire's logo.

Ineligible Items:

- Private or commercial ventures or activities
- Retrospective funding
- Purchase of land
- Support for an individual pursuit
- Events/activities/programs that already receive financial assistance from other source of funding
- Adult-related industries, political or racist activities
- Religious activities furthering religious doctrine

All successful applicants must provide Council with an acquittal of all grants on the attached acquittal form.

SECTION 1 - Applicant Information

Name of Organisation Wickepin District Sports Club - Wickepin Tennis Club
Postal Address PO Box
Contact Person Maree Dougall
Position Secretary
Telephone 0448103747
Email wickepintennisclub@gmail.com

Is your organisation a Not for Profit body? Yes No

Is your organisation an Incorporated body? Yes No

If yes Incorporation Number? A0640010L

Is your organisation registered for GST? Yes No

Australian Business Number (ABN) 12 608 039 544

Does your organisation have a constitution? Yes No

Financial information

Please attach a copy of the audited financial statement for the last financial year.

Attached is the Wickepin Tennis Club last financial report but these aren't audited as being part of the Wickepin District Sports LClub this hasnt occured for the past four years.

Previous assistance from the Shire of Wickepin

Has council previously assisted your organisation? Yes No

Date of last grant (if known)? Unknown

Amount of last grant: \$ Unknown

Application Summary

Project title Wickepin Tennis Club - Facility & Equipment Refresh

Total project funds requested \$ 998.71 GST inc

SECTION 2 - General Information about your organisation and services provided

This section is designed to help you provide information that will give some general background about your organisation, the service it provides and the reasons for your request to council.

What are the main purposes of your organisation?

We are the local tennis club based in Wickepin.

We also fall under the broader banner of the Wickepin & Districts Sports Club.

What are the main services it provides?

We are a sporting group so we provide the community with both physical and social benefits.

Describe how your organisation operates ie: by volunteers, paid staff, combination of both. Please indicate how many staff and volunteers you have.

The tennis club is solely run by volunteers but we are also part of the broader Wickepin Sports Club which is predominantly volunteer run but does have paid bar staff etc.

If not clearly specified in your financial statements, describe your main funding sources eg: government grants (please state source), fundraising, members fees, fees for services, etc.

The Wickepin Tennis Club derives the majority of funding from memberships and fundraising (catering etc). We also source funding for certain events through SunSmart, Tennis West and corporate funding.

Approximately how many people are members of your organisation or how many community members benefit from the services provided by your organisation? Please describe any eligibility requirements for membership or access to services.

23 Full Membership Adults, 7 Social Adults, 10 Family Memberships (20 Adults & 24 kids) and 18 Children Memberships

From where does your organisation or service operate?

The Wickepin Tennis Club.

If you are requesting a grant for capital works for a building, please indicate who owns the premises? A letter of support is required from the owner of the building. Will the project require a building permit? Yes No

The Shire of Wickepin

Who owns the land on which your facility is or will be located?

The Shire of Wickepin

Annual rent paid for use of premises? \$ NIL

What geographical areas does your organisation cover?

- Shire of Wickepin area only?
 Shire of Wickepin area and adjoining areas?

SECTION 3 – Project Details

What is the funding to be used for?

- Purchasing goods and services such as sporting equipment or materials or engaging professionals for the purpose of instruction.
- Infrastructure such as significant construction or improvement of facilities. (Please include building and planning approvals if required.)
- Funding for specific events or programs.
- In kind assistance (venue/bus hire etc). Separate letter of request addressed to CEO will be required.

Which of the Shire of Wickepin's Strategic Goal themes does your project align with?

- To develop and maintain quality services and infrastructure.
- To ensure the protection and improvement of the environment.
- To promote the development of a viable and diversified local economy.
- To provide and encourage the use of a variety of recreational, educational and cultural facilities.
- To provide efficient, effective and accountable governance.
- To promote the Shire as the focal point in the development of the greater region.

How?

Through upgrades to the facilities we will maintain and hopefully attract new people to the club both as current members and visitors therefore engaging the community both with physical exercise but also social benefits.

Project Description

Attach photos, plans or diagrams to illustrate your request if relevant.

The project will see the removal of lawn in entry section to courts as it has become very difficult to maintain therefore the lawn will be replaced with astroturf which will be much more favourable. The works will be completed voluntarily which will be a massive saving. Pictures provided in attachment. The club also would like to replace the current broken recycling bin to encourage member to be environmentally aware and complete their part with rubbish disposal.

With such a young family membership currently we don't have a safe swing option for toddlers therefore would like to purchase a new swing to encourage safe play for this age group whilst attracting their parents to be part of the local tennis club.

In lines with the attraction and maintenance of players to the club we would like to upgrade our tennis nets as currently the ones we do have are beginning to reach the end of their lifespan in such a harsh environment - with good neat equipment we hope this encourages more attendance and participation. Therefore the club is looking to replace two of the six courts nets this season.

All items will be purchased locally if available and works completed voluntarily.

Start Date: July 2020

Finish Date: December 2020

Would it be possible to share with another group? (ie is your proposal duplicating an existing service?)

Yes No

If yes – please comment.

Demonstrate how you have the full support of your members and the general community for your funding application. Attach minutes of meeting where project funding was discussed and approved. Provide letters of support.

~~An email was sent to Diana Baldock on the 30th of May - seeking approval given the current restrictions of gatherings that this application is exempt from this section but all committee members are aware and support the application and works planned. A copy of the application has also been sent to all committee members for comment prior to submission.~~

~~The club will resume committee meetings and AGM when it is safe to do so in regards to restrictions in place due to Covid 19.~~

Section 4 - Project Cost

Council's general philosophy is to fund only the following

- 100% up to \$2000
- 75% between \$2,000 and \$5,000
- 50% \$5,000 and above

Voluntary labour and equipment may be included in the applicant's contribution at a value of \$25 per hour. Council employees or equipment may be used in lieu of a cash contribution from Council. Council will favour applications that would not otherwise be funded through other government grants eg: Department of Sport and recreation CSRFF Grants.

Please complete the table below, showing income and expenses from all sources including in-kind, donated materials or voluntary labour (\$25/hr).

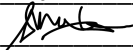
Income			Expenditure		
Source	Cost/Description	Amount (ex GST)	Supplier	Description/Quantity	Amount (ex GST)
<i>E.g. Lotterywest Shire of Wickepin</i>	<i>E.g. In Kind Labor Grant</i>	\$2000	<i>E.g. Ewen's Rural</i>	<i>Cement and Posts</i>	\$2100
Shire of Wickepin	Grant	\$1000	Wickepin Tennis Club	Sand	\$8.36
Tennis Members	In Kind Labour	\$400	Sports Power Narrogin	Tennis Nets	\$254.55
Tennis Members	In Kind Equipment Hire	\$200	Ewen Rural	Recylce Bin	\$104.55
Tennis Members	Freight of astroturf from Perth	\$300	Bunnings	Round Mat Swing	\$71.82
			Ballards of Narrogin	Gravel	\$90.00
			Tauro Turf	Astroturf	\$363.64
			Bunnings	Turf Pegs	\$15.00
TOTAL INCOME Exc GST: \$ 1900			TOTAL EXPENDITURE Exc GST:\$ 907.92		
NB: If your organisation is not registered for GST, please ensure you request the whole amount inclusive of GST.					
TOTAL INCOME INC GST: \$ 2090			TOTAL EXPENDITURE INC GST: \$ 998.71		

Please provide any other information relevant to your application.

SECTION 5 – Authorisation/Declaration

The authorised person signing this application should be an executive member of your organisation, ie President, Vice-President, Secretary or Treasurer.

I certify that I am authorised to submit this application on behalf of the organisation. I also declare that I have read the Shire of Wickepin Financial Assistance Guidelines and will comply with the provisions of the Shire of Wickepin Policy regarding the Community Assistance Grant Scheme.

Name: Skye Moxham
Signature: 
Position in Organisation: Secretary
Date: 18/05/2020

Bank Account Name: Wickepin District Sports Club

Bank Number:	Account	0	6	6	-	5	2	2	0	1	0	0	4	0	2	0	7		
BSB Number									Account Number										

Please return your application to:
Shire of Wickepin
PO Box 19 WICKEPIN WA 6370

Please ensure you have included these items with your application:

- Financial accounts
- Detailed budget with supporting quotes
- Working drawings where applicable
- Letters of support
- Planning application
- Building application

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