

## Community Financial Assistance Donations Request Form – Round One 2021/2022

Please use a separate form for each request

<b>Submitted by:</b> *Name: Organisation:	
<b>Contact Details</b> <b>Address:*</b>	
<b>Phone/Email Address*:</b>	
* Information collected will only be used to contact you in relation to this submission.	
<b>Amount of Request \$</b> (Maximum Request \$500).	
<b>Details of Request:</b> i.e. <ul style="list-style-type: none"> <li>Name of project (what will Council funds be used for?)</li> <li>Expected completion date for the project/activity?</li> <li>How does this project/activity meet the assessment criteria? (Refer to Guidelines for assessment criteria)</li> </ul>	
<b>Budget:</b> Expected income and expenditure for the project, noting own funds and whether financial support is available from a parent body	
<b>In Kind Contributions:</b> Describe volunteer and in-kind contribution to the project/activity.	
<b>Signature:</b>  <b>Date:</b>	

## Community Financial Assistance Request Guidelines

### Application Process for Financial Assistance

Council will consider applications for financial assistance twice per year, generally at the ordinary meetings held in August and February.

Prior to these meeting dates Council will make a public call for applications for financial assistance. Requests for financial assistance must be made on the application form. This form is available on the Council website at Have Your Say or in hard copy at Council's Coolah and Coonabarabran offices.

### Assessment Criteria.

The following general criteria is used when considering requests for financial assistance:

- Activities that address gaps in service or community development;
- Activities that promote community development in a multicultural context and seek to address issues of access and equity;
- Involvement from volunteers and self-help initiatives that build upon Council's contribution;
- Consumer/user participation in management of services/activities
- Innovative and creative approaches to identified needs; and
- Activities that use Council funding to attract further resources.

Council will give low priority to following types of requests for financial assistance:

- Activities/services that do not attempt to become self-supporting where the potential exists through fees or other feasible income-producing activities.
- Activities of a purely social nature, which do not address the needs of disadvantaged groups.
- Activities that are eligible for support from state-wide or regional parent bodies.
- Organisations that have not observed accountability requirements for past Council assistance.

### Terms and Conditions

Financial Assistance Donations are made under Council's Donations Policy, contained within the Revenue Policy Fees and Charges 2021/22. Financial assistance provided by Council complies with the requirements of section 356 of the *Local Government Act 1993* (NSW).

Donations are available to support community groups, organisations and individuals that contribute to the social, economic and/or environmental fabric of Warrumbungle Shire.

Any person making an application for a Financial Assistance Donation is taken to understand and accept that donations are capped at a maximum amount of \$500.00 per applicant. Where a donation exceeds \$200.00 in one year the recipient is required to provide a report to Council in the prescribed format ('the acquittal'). Recipients that fail to provide an acquittal report may not be eligible for future rounds of donations.

**For further information or assistance please contact  
Warrumbungle Shire Council on Ph 6849 2000**