



Office Use Only	
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PO #	
G/L Code	
Invoice	
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Community Grants Program
Application for Financial Assistance
 (up to \$1,000)

Title of Project/Initiative:
Name of Organisation/s:
Postal Address:

Details of Key Personnel for the event:

Name	Role/Responsibility	Contact Phone	Email Address

Is your organisation registered for GST?	YES	NO
Please provide your organisation's Australian Business Number (ABN)		

Project Dates:		
Project Venue:		
Project Description:		
Is this is a new project/initiative or continuation of existing?	NEW	EXISTING
Are you considering applying for use of a council venue? i.e City Hall, Cave Garden etc	YES	NO
If yes, please specify which venue you are considering:		
Have you submitted your Special Events Permit for use of council Land or Hire Permit for The Main Corner?	YES	NO

**Please note – If you are in the process of negotiating access to a Council venue, you will need to complete the special event permit or the hire permit for The Main Corner before we can consider this application for sponsorship (please include copy of permit/application with your sponsorship application).

Project Participation & Benefit	
Expected number of <i>local residents</i> you anticipate your project will benefit:	
Expected number of <i>visitors</i> you anticipate your project will benefit:	
Please identify the area/s in which your event supports the City of Mount Gambier Community Plan?	
<input type="checkbox"/> Our People A safe inclusive City where access to quality services & facilities supports a socially connected, vibrant & healthy community	<input type="checkbox"/> Our Location A perfectly centered place where people aspire to live, work, visit & invest
<input type="checkbox"/> Our Diverse Economy A diversified, innovative & resilient economy that generates jobs & services	<input type="checkbox"/> Our Climate, Natural Resources, Arts, Culture & Heritage A culturally-inspired City that strives to minimise its ecological footprint
Describe the wider community benefit of the project:	

Membership of Organisation			
	Junior	Senior	Total
Male			
Female			

Estimated total budget for project: (please attach itemised budget including funding from all other sources)	\$
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Please detail below any cash &/or additional support you are seeking from Council

Cash Amount Requested	\$
Describe how the funding will be expended:	
Other Council Support (Refer to Fee Schedule for an estimated cost)	Amount Requested \$
Please detail any other assistance you are requesting from Council (eg. road closures, supply of rubbish bins, bunting, bollards etc)	

When assessing your application, a cost will be applied to the support/assistance sought. Local Government account for all costs for the organisation whether they be direct or in-direct. Please note that any additional requests for support not included in this application will incur a cost as determined by the Event Support Fee Schedule.

For your application to be considered please attach a clear project budget including breakdown of income and expenditure

Name: _____

Signature: _____

Date: _____

Acquittal Report: If you are successful with your application Council will require an acquittal report, providing declarations that the funding has been spent only for the purpose for which you applied, once the project is complete.

Digital Photos:

Council requires digital photos to help promote your event. On completion of event please submit post event photos to help with promotion the following year.

Before submitting your application, please ensure you have attached the following;

<input type="checkbox"/> Full Project Budget
<input type="checkbox"/> Proof of Public Liability Insurance
<input type="checkbox"/> List of all funding partners for event
<input type="checkbox"/> Copy of Hire permit/Special Event Permit – if applicable

Please return completed form via email city@mountgambier.sa.gov.au or contact (08) 8723 3901 or (08) 8723 1025