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WEDDIN SHIRE COUNCIL

COMMUNITY PROJECT SUPPORT APPLICATION – Small (<$1,000)

Weddin Shire Council is committed to the continued development of community capacity and sustainable communities through the provision of support to community organisations.

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**Introduction**

This form should be used to submit requests for Council assistance including financial and/or in kind assistance (e.g. staff time, Council equipment such as cool room, bins etc.) where the total value is under $1,000. Information on the cost of Council equipment can be found in Councils Fees & Charges Schedule which forms part of Councils Operational Plan.

Applicants should submit completed applications to Council no later than the first Friday of the month for the application to be considered at the next Council meeting on the Third Thursday of the month. Note – Council does not currently meet in January. Applications should be submitted at least two months prior to project commencement. Please submit the completed applications and any required supporting information to Weddin Shire Council at:

Email: mail@weddin.nsw.gov.au Post: Weddin Shire Council

PO Box 125

Deliver: Councils Administration Office GRENFELL NSW 2810

 Corner of Camp & Weddin Streets

 GRENFELL NSW

**Project Title**

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| --- |
| Click or tap here to enter text. |

**Project Location**

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| --- |
| Click or tap here to enter text. |

**Have you obtained all necessary permits, licenses, approvals and insurance? Yes** [ ]  **No** [ ]

**Community Organisation**

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| --- |
| Click or tap here to enter text. |

**Is the organisation a not-for-profit entity? Yes** [ ]  **No** [ ]

**Project Contacts**

|  |  |
| --- | --- |
| **Primary Contact** | **Secondary Contact** |
| **Name** | Click or tap here to enter text. | **Name** | Click or tap here to enter text. |
| **Position** | Click or tap here to enter text. | **Position** | Click or tap here to enter text. |
| **Postal Address** | Click or tap here to enter text. | **Postal Address** | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| **Phone** | Click or tap here to enter text. | **Phone** | Click or tap here to enter text. |
| **Mobile** | Click or tap here to enter text. | **Mobile** | Click or tap here to enter text. |
| **Email Address** | Click or tap here to enter text. | **Email Address** | Click or tap here to enter text. |

**Bank account details for payment of funds**

|  |  |
| --- | --- |
| **Account name** | Click or tap here to enter text. |
| **Bank State Branch Number (BSB)** | Click or tap here to enter text. |
| **Account number** | Click or tap here to enter text. |

**What is requested from Council** – Please provide details of what is requested from Council

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| Click or tap here to enter text. |

**Project outline** – Please provide details of the project

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| Click or tap here to enter text. |

**Timeline**

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| --- | --- |
| **Start date** | Click or tap here to enter text. |
| **Finish date** | Click or tap here to enter text. |

**Other information** – Please provide details of any other information that is relevant to your application

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| --- |
| Click or tap here to enter text. |

**Undertaking and Authoristion/Declaration**

In submitting this application, we hereby undertake to be bound by the following General Terms and Conditions and any additional Specific Terms and Conditions as resolved by Council when determining our community project support application.

GENERAL TERMS AND CONDITIONS:

1. Approved Community Project Support Funds will only be used for the purpose as outlined in this application, unless written permission for a variation has been obtained from Council prior to the funds being spent.
2. All required permits, licenses, approvals and insurance will be obtained.
3. We will acknowledge the assistance of Weddin Shire Council in all related promotions and promotional material. Approval by Council Officers will be sought for Artwork featuring Council’s logo.
4. After the project/event we will complete a letter including:
	1. Confirmation of the successful completion of the project/event
	2. Confirmation the Approved Community Project Support Funds were spent as approved
	3. Details of the project/event including participation rates/attendance figures
	4. Confirmation of the acknowledgement of Weddin Shire Council’s support
5. We will manage the resources of our organisation to the best of our ability and as efficiently as possible.
6. We will maintain appropriate internal controls over the finances and day to day operations of our organisation.
7. We indemnify, and promise to keep forever indemnified, Council, their respective officers, servants, agents and employees against all actions, suits, claims, demands, costs and other liabilities whatsoever of any nature which we or any third party now has or at any time may have, in equity, at law, under statute or otherwise, arising either directly or indirectly from, or in any way connected with the project/event for which this application of funding is being made.
8. We forever release and forever discharge Council from all actions, suits, claims, demands, costs and other liabilities whatsoever of any nature which we now have or at any time may have, in equity, at law, under statute or otherwise arising either directly from, or in any way connected with the project/event for which this application of funding is being made.

I certify to the best of my knowledge, the information contained within this application is true and correct.

**President**

|  |  |
| --- | --- |
| **Name** | Click or tap here to enter text. |
| **Date** | Click or tap here to enter text. |

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