



Shire of East Pilbara Community Assistance Grants – 2017/2018

GRANT 1: In-kind value up to \$500

Contents

FUNDING CATEGORIES	4
GRANT 1 GUIDELINES	5
<i>For In kind Contributions only, up to the value of \$500.....</i>	<i>5</i>
SHIRE OF EAST PILBARA	6
GRANT 1 APPLICATION.....	6
<i>This form is for In kind Contributions only up to the value of \$500</i>	<i>6</i>

Acknowledgements

Local artwork featured throughout this document

Wakaripuka, Turun, Kukarikata – 106 x 152 acrylic on linen by Artist Pukina Burton

FUNDING CATEGORIES

The Shire of East Pilbara has four classifications of grants:

Grant 1: This is a quick turnaround grant that is approved by the CEO for in-kind contributions up to the value of \$500. Grant 1 applications can be made at any time of the year. Organisations are only eligible to receive a Grant 1 four times per year.

Grant 2: This is also a quick turnaround grant approved by the CEO. This grant can be for up to \$1,000 cash or in-kind support up to the same value or a combination of both. Grant 2 applications can be made at any time of the year. Organisations are only eligible to receive a Grant 2 once per year.

Grant 3: This grant is offered twice a year in January and July and is for amounts between \$1,000 and 6,000. These grants are approved at the Council meetings in March and August. Organisations are only eligible to receive a Grant 3 once per year

Grant 4: This grant is open at any time of year and aims to support individuals under 21 years of age to attend sports competitions or cultural events at State, National or International level.

GRANT 1 GUIDELINES

For In kind Contributions only, up to the value of \$500

DESCRIPTION:

This grant is designed for in-kind contributions valued up to \$500 for Council services or amenities that normally incur a fee.

WHO IS ELIGIBLE?

Only not-for-profit organisations, (incorporated or non-incorporated) providing services or undertaking activities in the Shire of East Pilbara are eligible to apply for a Grant 1. Although the Shire will seek to support all eligible applicants, it is Council policy to preference un-funded community organisations.

WHO IS INELIGIBLE?

Business, for profit organisations and individuals are not eligible to apply for this grant

FUNDS AVAILABLE:

The Shire of East Pilbara offers in-kind contribution of up to \$500. An in-kind contribution is an offer by the Shire to provide a service or to make available a service, piece of equipment or facility, which is normally charged at a set fee, free of charge or at a reduced price. For example, an in-kind contribution may be:

- Gym Pass
- Pool Pass
- Use of Recreation Centre equipment
- Community facilities such as Boomerang Pavilion
- Trestle tables and Chairs
- Work force (Depot workers labour charge)

Eligible organisations can apply for a Grant 1 up to four times per year

HOW TO APPLY:

To apply for funding under the Grant 1 program, the following steps must be taken:

1. Contact the Administration Officer, Community Wellbeing at the Shire to discuss your project and eligibility.
2. Applications must be completed in full and signed by an office holder of the organisation.
3. Applications must be lodged at the Shire of East Pilbara by hand or post to PMB 22, Newman, WA 6753 or by emailing it to ccs@eastpilbara.wa.gov.au.
4. Organisations may provide additional relevant material where they feel that this will aid in the decision making process.
5. Applications for a Grant 1 must be made at a minimum of seven (7) days before the event/project is to take place.

SHIRE OF EAST PILBARA

GRANT 1 APPLICATION



This form is for In kind Contributions only up to the value of \$500

Name of organisation	
Postal Address	
Contact Person	
Position	
Primary Contact Number	
Email Address	
Organisation's ABN (If applicable)	
Does your organisation receive annual state or federal government funding?	
Project Description (What is it for? Where is it? How will it benefit the East Pilbara community?)	
What equipment, services or amenities would you like to use? Example: Use of oval/green spaces, courts, buildings, equipment.	
How will you acknowledge the Shire of East Pilbara	

Please attach any additional information about your organisation or project that would support your application.

DECLARATION

Please read, tick the boxes and sign.

- I acknowledge that I am authorised to make this application on behalf of the organisation.
- I acknowledge that the information in this application is true and correct.
- I acknowledge that I may be required to supply further information prior to consideration of this application by the SOEP.
- I give permission for the Shire of East Pilbara to promote this grant as part of any communications and public relations activities.

Signature

Date

Print name

CHECKLIST

- We meet the eligibility of the Grant 1 Criteria
- Proof of Organisation Certificate of Incorporation attached
- All sections of the Grant 1 Application form have been completed
- The application has been signed by an authorised organisational member.
- The application is being lodged with the Shire seven (7) days or more before the scheduled event or project.

INTERNAL USE ONLY:

Costings:

Item	In kind or Cash	Cost (\$)
TOTAL		