

# Community Organisation Donations Requests

## Form Preview

### Guidelines

#### About the Program

The objectives of the Flinders Shire Council's Community Quick Response Donations Program, is designed to build relationships with community organisations to provide benefits to the Flinders Shire residents and visitors by ensuring Flinders Shire is a vibrant active community.

This program aims to support community organisations in Flinders Shire by:

- Providing mentoring opportunities to community organisations to strengthen their organisation;
- Promoting community awareness and value of cultural and community events and festivals;
- Enhancing the profile and appeal of the region and attracting new visitors to the region by a diverse events and festivals program;
- Facilitating community interaction and stakeholder relationships with Flinders Shire Council;
- Generating local economic activity and development

#### INFORMATION ABOUT FINANCIAL SUPPORT

- The decision of Council on funding applications is final.
- Financial Support from the policy may require compliance with specific conditions before payment. Should these conditions not be met by the specified date, Council reserves the right to revoke the offer of support.
- Flinders Shire Council would appreciate relevant acknowledgement for their donation.
- All successful recipients will be recorded in a donations register which Council will have the right to publish as they see fit.

#### ELIGIBILITY CRITERIA

Groups/Organisations must:

- Be a Community Organisation – An incorporated non-profit organisation / club or charity consisting of people having common interests. Includes sport and recreation clubs, social clubs, school P&F / P&C associations, arts and cultural groups, hospital foundations, religious orders and service organisations. Community organisations exclude schools, businesses and government agencies.
- Donation request does not exceed more than \$500.
- The donation request directly supports a demonstrated need within the community or the project provides a direct or indirect benefit for residents in the community.
- Have a valid public liability certificate.

#### INELIGIBLE APPLICANTS

- Organisations are ineligible if previous Council donations are not satisfactorily acquitted.
- Organisations / Clubs that have an outstanding payment owed to Council.
- Individuals, unincorporated groups, political, businesses and for-profit groups.

#### SELECTION CRITERIA

# Community Organisation Donations Requests

## Form Preview

Applications must demonstrate:

- Donation request does not exceed more than \$500
- The donation request directly supports a demonstrated need within the community or the project provides a direct or indirect benefit for residents in the community and
- The applicant organisation is making a contribution to the project and
- Have current public liability to the value of \$20m and
- All eligibility criteria have been met.

## INELIGIBLE ITEMS

The following will not be considered for funding:

- General operating costs (eg electricity, rates, phone, rent, meals, accommodation, and maintenance)
- Private/commercial ventures.
- Support for an individual pursuit.
- Commercial activities.
- Ongoing salaries/wages for staff (a position created for the length of a project is considered eligible).

Projects that do not involve the Flinders Shire Council community.

## HOW AND WHEN WILL I BE NOTIFIED

In determining the level of assistance required, Council shall:

- Assess application against the Selection Criteria and Policy
- Establish the level of funding available in terms of its' coming budget requirements;
- Apportion such funding across each application eligible for funding.

Process: Applications will be submitted for consideration at the monthly council meetings. Applications must be submitted a minimum of 6 weeks prior to event to allow adequate time for processing.

Successful applicants: You will receive an Approval Letter and a purchase order for the donation amount requested within 2 weeks of approval. Your Community Organisation will be required to submit an invoice for payment.

Unsuccessful applicants: Failure to receive funding is not necessarily due to a poor application but may be the result of the demand for funds. For feedback on your application, please refer to the contact phone number given in your notification letter. You may wish to consider submitting your application to another round of donations.

PLEASE NOTE: Last minute applications outside the 6 week time frame will not be considered

## Contact

Contact: Sport and Rec Officer Flinders Shire Council P (07) 4741 2900 E  
sportandrec@flinders.qld.gov.au

## Requests for Community Organisation Donations

\* indicates a required field

## New Section

# Community Organisation Donations Requests

## Form Preview

**Event Name****Event Date**

Must be a date.

**Name**

Organisation Name

**Position****Address**

Address

  
**Phone Number**

Must be an Australian phone number.

**Email**

Must be an email address.

**Preferred Contact Method**

- ☐ Phone
- ☐ Mail
- ☐ Email

**ABN**

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity name
ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed

# Community Organisation Donations Requests

## Form Preview

ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

### Incorporation Number \*

### Public Liability to the value of \$20 Million?

- ☐ Yes  
☐ No

### Are you a Not For Profit group?

- ☐ Yes  
☐ No

### Donation Requested

\$

Must be a dollar amount.

### Brief description of what the donation will be used for?

I certify that I am authorised by the applicant to prepare and submit this application for Flinders Shire Council's Community Donations Program. I have read the guidelines relating to the donations and certify that to the best of my knowledge the information provided in this form is correct.

I agree to provide Council with additional information if required to assess this application. I agree to comply with all requirements of the Community Donations Program.

### Contact Person

### Position