

# Ovingham Community Activation Grants Application Form 2023

## ALL APPLICANTS:

- Please read the Ovingham Community Activation Grant Guidelines prior to completing this application.
- Make sure you attach supporting materials.
- Applications must be completed in full or they will not be accepted.

1. APPLICANT DETAILS		
Name of Individual, Community Group or Organisation:		Name of Contact Person:
Postal Address:		
	P/Code:	
Location Address (if different to postal address):		
	P/Code:	
Contact Person Details:		
Telephone:	Mobile:	Email:

Are you a: <i>(please tick relevant box)</i>			
Community Group	<input type="checkbox"/>	Non-Government Organisation	<input type="checkbox"/>
Individual	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>
Is the organisation incorporated?		Yes	No
Does the organisation have an ABN?		Yes	No
If yes, please list ABN number:			
If you answer "No" to this question you must complete and attach a copy of a Statement Supplier form. This is an ATO requirement not a Council requirement.			
Is your organisation or group registered for GST?		Yes	No

ELECTRONIC FUNDS TRANSFER AUTHORISATION	
Bank Name:	
BSB:	
Account Number:	
Account Name:	

## 2. DESCRIPTION OF PROJECT

Please describe your proposed activity, project or event.

Title of Activity/Project/Event:

Which objective/s does your Activity/Project/Event align to:

- ☐ Delivery of community led cultural, creative or social activities that grows participation in community life
- ☐ Enhances neighbourliness and community connections.
- ☐ Builds local networks and community co-operation.
- ☐ Addresses locally identified needs that cultivate a community village.
- ☐ Looks to create a sustainable and ongoing community activation.

Description of Activity/Project/Event/:

How does it align with the program objectives that you selected above:

List the expected outcomes of the project:

What is the proposed date and times of your activity, project or event?

Date:

Time:

What attendance numbers do you anticipate for your activity, project or event?

How will you promote your program or project?

### 3. EVENT OPERATIONS

a) Will your activity, event or project include any of the below?

Infrastructure e.g. marquees / tents	Tick those which apply	Further Information
Generator hire	<input type="checkbox"/>	
Staging	<input type="checkbox"/>	
Fencing	<input type="checkbox"/>	
Amusement Rides / Jumping Castles	<input type="checkbox"/>	
Animals / Petting Zoos	<input type="checkbox"/>	
First Aid	<input type="checkbox"/>	
Live Music / PA System / Amplification / Noise Impacts	<input type="checkbox"/>	
Stallholders	<input type="checkbox"/>	
Food Vendors	<input type="checkbox"/>	
Supply of alcohol/liquor	<input type="checkbox"/>	
Adjacent road use on Devonport Terrace (may be required if high crowd volumes anticipated)	<input type="checkbox"/>	

### 4. REPORTING AND EVALUATION

How will you know that you have achieved your intended outcomes?

## 5. FINANCIAL ASPECTS OF PROPOSED PROJECT

What is the amount sought from the Ovingham Community Activation Grant?

What is your contribution? (financial and in-kind)

Note: Volunteer hours can be calculated at a rate of \$20 per hour to give an estimate of 'in-kind' contribution.

What is the total cost of the proposed project? (including 'in-kind' support)

Please identify how Council funds will be spent (attach copies of quotes as appropriate)

EXPECTED INCOME		EXPECTED EXPENDITURE	
Item	Amount \$	Item	Amount \$
Applicant's cash contribution			
Council Grant Funds Expected			
In-kind contribution			
TOTAL INCOME		TOTAL EXPENDITURE	

## 6. DECLARATION

I, \_\_\_\_\_ hereby certify that

I have been authorised to prepare and submit this application and that the information contained in the application is true and correct to the best of my knowledge.

Position Held:

Signature:

Date:

## 7. CHECKLIST AND FURTHER INFORMATION

1. Any supporting documentation that may be appropriate	
2. Certified Financial Statement detailing income and expenditure assets and liabilities for the past financial year OR Statement by a Supplier form is attached (your application will not be processed without one of these statements) .	
3. Attach copies of quotes - Identifying how funds will be spent.	

**Please email completed applications to [admin@prospect.sa.gov.au](mailto:admin@prospect.sa.gov.au) along with the documents listed in section 7**

**If you need to talk to someone about your application, please contact:**

Justin Sheining, Senior Community Events Coordinator

ph. 8269 5355 or email [justin.sheining@prospect.sa.gov.au](mailto:justin.sheining@prospect.sa.gov.au)