

Cardwell & District Community Sponsorships & Grants Program Guidelines and Application Conditions

This program will offer sponsorships and grants to benefit charitable and not-for-profit organisations for the benefit of the community.

Objectives:

The Community Sponsorships & Grants Program is designed to:

- Make better, targeted use of funds that are responsive to community needs
- Provide a simpler application process
- To enable us to be more responsive to the needs of communities

What can be Funded?

- Charitable and not-for-profit organisations can apply for projects and activities that offer clear public benefit for communities. Contributing to their development in building social capital, community welfare, environmental, health, education, sporting or cultural areas.
- Sponsorships and Grants will be made in amounts from \$100
- To be eligible, sponsorships and grants must be for a charitable purpose.
- All applications for projects which are charitable will be received and considered.
- Organisations should have an ABN.
- Applications must be from groups from within the Cardwell district.
- Organisations must have an operational account with the Cardwell & District Community Bank Branch.

Currently, preferences will be given to projects that support:

- Families, children and youth activities;
- Public health programs and services;
- Community capacity building projects;
- Public education, including tertiary education, school building and libraries;
- Innovative community services
- Cultural and arts initiatives;
- Aged care services;
- Disability services; and
- Environmental projects.

How to Apply

In order to apply for a sponsorship or grant, the application form contained in this document must be completed. Applications for funding that are not provided in the correct form will not be accepted.

Typed applications are preferred, although hand-written applications are accepted (please ensure legibility).

One signed copy of the application, along with any supporting documentation, must be forwarded to Cardwell & District Community Bank Branch, 81 Victoria Street, Cardwell QLD 4849.

Enquiries can be made by contacting the Branch staff at cardwellmailbox@bendigoadelaide.com.au or on (07) 4066 2313.

Application Checklist:

Have you?

- Included a copy of your ABN
- Included a copy of supporting documentation
- Provided one completed copy of your application
- Please ensure you have removed guideline information and no bound copies of applications

Cardwell & District Community Sponsorships & Grant Application Form

Organisation Name	
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Postal Address	
Suburb	
State & Postcode	
Website (if applicable)	
Organisation Email	
ABN	

Contact Person (name)	
Position Held or Title	
Daytime Phone Number	
Mobile	
Email	

Application Type		Grant	Sponsorship
ATO Endorsements	DGR	Yes	No
Please indicate & provide a copy of endorsements	Tax Concession Charity	Yes	No

Is your organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is your organisation registered for GST?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you partnering with an intermediary organisation for this application?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes please provide their name, address and ABN details:		
*Please provide a signed copy of letter of support and a copy of the organisations endorsements.		
Is this organisation registered for GST?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Office Use Only:															
Prev appl	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Success	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	GST	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	GST TCC DGR

Project Title:	
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Sponsorship or Grant Amount Requested (Max \$10,000)	
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Does the amount requested cover the full project cost?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Priority Area Your Application Supports:

- Families, children and youth activities;
- Public health programs and services;
- Community capacity building projects;
- Public education, including tertiary education, school building and libraries;
- Innovative community services
- Cultural and arts initiatives;
- Aged care services;
- Disability services; and
- Environmental projects.

What does your organisation do?

Please provide mission, founding date, major programs and distinctive organisational attributes, number of members, number of staff and/or volunteers?

What would you like the sponsorship or grant to do?

Please describe the project or funding purpose in general terms and the need it aims to meet and who benefits?

How much will it cost?

Is it part of a bigger project? Who else have you sought funds from? Where else do you obtain funding?

When will the project happen?

If applicable, please outline the expected date this project would become operational and completed.

What will make the project or sponsorship agreement a success?

For example, more participants, community involvement, funding. Try to make your success measureable and definable with specific numbers.

Have you/do you intend to leverage funding from other organisations to support your project?

For example, local council, state government, federal government programs, private enterprise etc.

What is the value of the other funding, and have you received the funds, or a commitment been made for the funds?

How would your organisation promote the Cardwell & District Community Bank over the next 12 months? For example, events, functions, meetings, newsletters, websites, branding, communications?

Supporting Documentation

Please ensure you have attached or completed:

- Financial Statements (audited if available)
- Project Budget & Quote (if applicable)
- Any other relevant information (please specify i.e. annual reports, promotional materials, letter of support)
- ABN
- Two copies of completed application (without guidelines)

Does your application have a Cardwell & District Community Bank Branch Bendigo Bank account?

Yes No

Name of Account: _____

BSB: _____ Account Number: _____

Acknowledgement

I / We acknowledge and understand that all applications become the property of the Cardwell & District Community Bank Branch Bendigo Bank. I/We agree/disagree that Cardwell & District Community Bank Branch Bendigo Bank may provide this application to other potential funding sources.

Signed: _____ Date: ____/____/____

Name & Title: _____

Privacy Statement

Bendigo and Adelaide Bank Limited is committed to ensuring your privacy is protected and understands your concerns regarding the confidentiality and security of the personal information you provide. The information contained in this form will be held by Cardwell & District Community Bank Branch and may be disclosed to Bendigo Bank and organisations that carry out functions on behalf of Bendigo Bank. Our full privacy policy is available online at www.bendigobank.com.au. Bendigo and Adelaide Bank Limited. ABN 11 068 049 178 AFSL 237879.

PERMISSION TO PUBLISH SPONSORSHIP

I (Print Name) _____

Position: _____ Organisation: _____

Hereby give Bendigo Bank including Community Bank branches, my permission to publish my Company / Organisation's name as a recipient of Bendigo Bank Sponsorship.

The publication of my Company / Organisation's name will be for promotional / marketing purposes only.

Signature: _____ Date: ____/____/____

INTELLECTUAL PROPERTY AND COPYRIGHT RELEASE FORM

I (Print Name) _____

Position: _____ Organisation: _____

Being the rightful and acknowledged owner of the editorial / copy attached, hereby give Bendigo Bank (the 'Bank') including Community Bank branches, my unconditional and irrevocable permission to use, reproduce, copyright and publish the editorial / copy in any form as required solely for the purpose of promoting and marketing any Bendigo Bank branch via various forms of promotional material as deemed necessary.

I release the bank from all and any future legal claims that may come about as a result of the Bank's use of my editorial / copy. I hereby state that I fully understand and comply with the way my editorial / copy will be utilised.

I am at least 18 years of age and am legally, mentally and otherwise fully competent to enter this contract on my own undertaking and in my own name. I have read this Intellectual Property and Copyright release form and fully understand and agree to its contents. I have not been induced, forced against my own will or coerced in any way into signing this agreement.

Signature: _____ Date: ____/____/____