

**APPLICATION FORM**

<b>GENERAL INFORMATION</b>			
<b>NAME OF COMMUNITY ASSOCIATION</b>			
<b>CONTACT PERSON FOR APPLICATION</b>			
<b>POSITION HELD</b>			
<b>POSTAL ADDRESS</b>			
<b>TELEPHONE</b>		<b>MOBILE</b>	
<b>EMAIL ADDRESS</b>			
<b>AUSTRALIAN BUSINESS NUMBER (ABN)</b>			
<b>ARE YOU REGISTERED FOR GST?</b>	YES	NO	
<b>TOTAL ACADS FUNDING REQUESTED (ex GST)</b>			

**NB: Unallocated funding can be reassigned by Council to Schemes identified under Policy CS06: Community Grants and Contribution Scheme.**

**The Annual Community Association Development Scheme Guidelines *MUST* be read *BEFORE* completing this application. Appropriate supporting documentation must be attached with this application form.**

Queries should be directed to:  
Community Engagement Team on 9186 8555 or  
email [grants.officer@karratha.wa.gov.au](mailto:grants.officer@karratha.wa.gov.au)  
Guidelines can be downloaded from the Council's website at [www.karratha.wa.gov.au](http://www.karratha.wa.gov.au)

OFFICE USE ONLY

COFK PO: \_\_\_\_\_ GRANT REF: \_\_\_\_\_ OTHER REF: \_\_\_\_\_

## 1. DETAILS OF YOUR ORGANISATION

Please outline in one paragraph the objectives of your association.

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## 2. APPLICATION SUMMARY

Please list all projects you wish to undertake using ACADS funding. Each project listed must be accompanied with a completed ACADS Project Form.

	Project Title	Funding Amount
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
<b>Total funds requested from ACADS</b>		

## 3. DECLARATION

I hereby certify that I have been authorised by the:

**Organisation Name:** \_\_\_\_\_

To prepare and submit this application. The information contained herein, is to the best of my knowledge, true and correct.

<b>Name and position:</b>			
<b>Phone:</b>		<b>Mobile:</b>	
<b>Email:</b>			
<b>Signature:</b>			
<b>Date:</b>			

**Note:** The application form must be signed by the President/Chairperson of the Association to be accepted.

Where no signature is provided, the application will be deemed incomplete and therefore ineligible. The application will not progress for committee consideration.

#### 4. APPLICANT CHECKLIST

**Before you submit your application, please ensure you have:**

Read the Annual Community Association Development Scheme Guidelines.

Discussed the application with the Community Engagement Team.

Completed all sections of this ACADS Application Form and attached a detailed ACADS Project Form for every proposed project that has;

- Identified benefits to the broader community;
- Explained Association's risk management strategy;
- Explained any additional funding support;
- Listed all expenditure details with attached quotes for ALL items;
- Attached letters of support (where appropriate).
- Demonstrated that the Association has the capacity to deliver the project.

Attached a copy of Association's minutes, demonstrating the projects have been endorsed by the Association.

Ensure that the Association's President/Chair has signed the application.

Ensure that the projects can be completed and acquitted by 30 June 2018.

Submitted the application by **4pm** on the **31 March 2017**. Late applications may not be accepted.