

2018/2019

APPLICATION FORM

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

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
Guidelines can be downloaded from the Council's website at 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		
Total funds requested from ACADS		

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.

Name and position:			
Phone:		Mobile:	
Email:			
Signature:			
Date:			

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 2019.

Submitted the application by **4:30pm** if hand delivered or **5:00pm** if emailed or posted on the **29 March 2018**. Late applications may not be accepted.