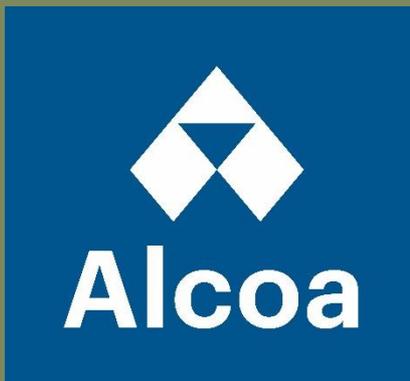




SHIRE OF
HARVEY
A Breath of Fresh Air



Alcoa Sustainability Fund Application Pack 2021-2022

Closes Thursday, 15 April 2021 at 3pm

Enquiries: Cassie Curulli
Phone: 9729 0326
Email: shire@harvey.wa.gov.au

Incomplete and/or late applications will not be accepted

Office Use Only. Budget Submission Application

Group/organisation:

Project:

File Number:

Registration:

Date Received:

ORGANISATION DETAILS:			
Organisation / Group Name:			
Postal Address:			
Phone:	Email:	Website:	
President / Chairperson or Executive Officer:			
Phone:	Mobile:	Email:	
Contact Person for this project: (if different to above)		Position:	
Phone:	Mobile:	Email:	
Is your Organisation / Group registered for GST?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Australian Business Number (ABN):			
Incorporated Association:		Yes <input type="checkbox"/> No <input type="checkbox"/> (if no you must have an auspicing organisation to hold the funds for you).	
Other Community group. Please specify			
Do you have Deductible Gift Recipient (DGR) Status?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have Tax Concession Charity Endorsement?		Yes <input type="checkbox"/>	No <input type="checkbox"/>

How many paid staff does your organisation have?	
How many volunteers does your organisation have?	
Does your organisation have members?	Yes <input type="checkbox"/> No <input type="checkbox"/>
How many members do you currently have?	
How long has your organisation been operating?	
How many people will benefit from this project? (per year)	

Please provide details of your main operating account:	
Bank:	
Account Name:	
BSB:	
Account Number:	

PROJECT NAME:

PROJECT LOCATION:

LAND OWNERSHIP: Who owns the land on which your project will be located?

Planning Approvals

Yes

No

N/A

Local Government

Landowner

Department of Planning, Lands and Heritage

Please list any other approvals required

PROJECT START DATE:

PROJECT END DATE:

AMOUNT REQUESTED: (Exclusive of GST)

TOTAL VALUE OF PROJECT:

HOW DID YOU ESTABLISH A NEED FOR THE PROJECT?

PROJECT DESCRIPTION: Provide a short description of your project

WHICH PRIORITY AREAS WILL BENEFIT FROM YOUR PROJECT?

(You may tick more than one box)

Aged Care / Seniors

Arts & Culture

Child Care

Community or Economic Development

Disability

Education & Training

Environment

Agriculture

Health

Indigenous

Research

Unemployment

Youth

Sporting

Other _____

PROJECT PURPOSE / OBJECTIVES: How it will benefit the community (if insufficient space attach further information)

DESCRIBE THE EXTENT TO WHICH THE PROJECT FACILITATES PARTNERSHIPS WITH OTHER COMMUNITY GROUPS OR ORGANISATIONS.

DESCRIBE THE LONG TERM SUSTAINABILITY OF THE PROJECT: (e.g. the capacity of the Organisation to maintain the project into the future including ongoing costs.)

DOES THE PROJECT PROVIDE ANY ENVIRONMENTAL AND / OR ENERGY SAVING BENEFITS? If yes, please provide details

Yes

No

ORGANISATION: What are your Organisation's main activities?

How does this project match your Organisation's goals and objectives?

Does your Organisation have a Management / Business or Strategic Plan?

(Please attach)

Essential for projects over \$50,000

Yes No

HOW WILL YOU CARRY OUT THE PROJECT? Please describe or attach your project plan including timeline, skills and experience of the person / people managing the project.

ACKNOWLEDGEMENT: Please describe how your organisation will acknowledge the Alcoa Harvey Sustainability Fund.

APPLICATION CHECKLIST:

To ensure your application meets the eligibility criteria, please ensure that you have completed the following checklist:

- The amount requested and total value on page two is the same as on page six.
- Every question on the application form has been addressed.
- Attached quotes as per guidelines.
- Attached letters of support.
- Attached Certificate of Incorporation.
- Attached a copy of the current Public Liability Insurance Certificate.
- Attached a copy of the organisation's Management/Business or Strategic Plan (for projects over \$50,000).
- Attached copy of the Organisation's most recent signed audited Statements and one recent bank statement.
- Attached a copy of a letter of support from Landowner if different from the applicant organisation.
- Attached any other supporting documentation and photos.

Supporting Documentation:

Please note materials/documentation/photos etc. sent in support of your application cannot be returned. Please endeavour to send copies, not originals.

DECLARATION:

I have read and understood the Funding Guidelines for this application and declare that;

- All information provided is to the best of my knowledge true and correct.
- The group /organisation have full knowledge of and are supportive of this project.
- The funds requested would be used only for the purpose described in this application.

(The person with delegated authority must sign this declaration i.e. President, Chairperson, CEO.)

NAME: (of authorised representative)	
POSITION:	
SIGNATURE:	
DATE:	

SUBMITTING YOUR APPLICATION:

Signed and completed applications must be submitted no later than 3pm on Thursday, 15 April 2021.

Please note: Incomplete or late applications will not be accepted.

Applications will be addressed to:

Ms Annie Riordan
Chief Executive Officer
Shire of Harvey
PO Box 500, Harvey WA 6220

By Hand:
102 Uduc Road, Harvey 9am-4pm
7 Mulgara St, Australind 9am-4pm
Email: shire@harvey.wa.gov.au