

Small Sponsorship and Donations Scheme Application Form



APPLICANT DETAILS

Name of organisation or *individual:

Postal address: Postcode:

Business contact number: Fax number:

After hours contact number: Email address:

ABN:

If you do not have an ABN you must complete the *Declaration Where No Australian Business Number is Required* form attached to this application.

Is your organisation registered for GST? Yes No

I/we are (please tick whichever applies) –

- a voluntary organisation a non-profit organisation a community group/organisation
 a resident other _____

TYPE OF FUNDING SOUGHT (TICK WHICHEVER APPLIES)

Donation

Representing (name of State body):

Amount sought: \$

Age at time of event:

Sponsorship

Amount sought: \$

FOR WHAT PURPOSE WILL THE FUNDS BE USED?

Start date:

Completion date:

Location of activity/program/project

ELIGIBILITY CRITERIA

How will the sponsorship –

- Directly benefit residents of the City of Unley; and
- Meet a social, environmental or economic need of some urgency.

PAYMENT FOR SUCCESSFUL APPLICATIONS

Should your application be successful the City of Unley can provide an optional payment by Electronic Funds Transfer (EFT). Grant funds paid by EFT will be deposited into your nominated bank account automatically eliminating the need to wait for a cheque to clear. A remittance advice confirming the details of the EFT payment will be forwarded to you either by mail or email.

If you nominate the EFT option, an *Application for Direct Payment to Bank/Credit Union Account* form will be forwarded with your grant approval letter. You are required to complete this form and return to Council before payment can be made. Bank details will be stored electronically in a confidential file used by Finance staff only.

Should this application be successful, please indicate how you would prefer to receive the grant funds:

Cheque

Electronic Funds Transfer

TERMS AND CONDITIONS OF THE GRANT

Please complete the details below:

I, being the authorised officer of the organisation making this declaration, confirm and agree that:

1. The information given in this application, including any attachments hereto, is true and correct in every particular.
2. The funding received from the City of Unley will be used for the approved activity or project as outlined in this application. The Council must approve any changes to the activity/program/project.
3. Any moneys not expended on completion of the project/program will be returned to the City of Unley.
4. The City of Unley will be acknowledged in any publications or publicity regarding the project.
5. An Evaluation/Acquittal report with receipts will be submitted to the City of Unley within two months of grant moneys being expended.
6. I am authorised by the applicant organisation to prepare and submit this application for financial assistance.

Name:

Signature:

Date:

Please forward application to:

Community Grants Program
Community Development
City of Unley, PO Box 1, UNLEY SA 5061

Enquiries: Phone 8372 5108 or Email phocking@unley.sa.gov.au

Small Sponsorship and Donations Scheme Declaration



Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am receiving the Small Sponsorship and Donations Scheme funding –

please tick as appropriate

(a) in my capacity as an individual and the supply is wholly of a private recreational pursuit or hobby

(b) without any reasonable expectation of profit or gain from the activity undertaken

Name:

Organisation (where appropriate):

Signature:

Date:

Note: Please sign the above and return with your application for the Small Sponsorship and Donations Scheme.