

Small Sponsorship Program Application Form

APPLICANT DETAILS

Name of organisation or individual:

Name of person completing the form:

Address:

Postcode:

Contact number:

Mobile:

Email address:

ABN:

I/we are (please select applicable):

a voluntary organisation

a non-profit organisation

a community group/organisation

a resident of the City of Unley

other

We are applying for the following category (please select one only and refer to Program Guidelines):

Quick Response

Community Project/Activity

Representational

PLEASE TELL US DETAILS ABOUT YOUR PROJECT/EVENT/ACTIVITY



PLEASE TELL US DETAILS ABOUT YOUR PROJECT/EVENT/ACTIVITY Continued

Start date of project/event/activity:

Completion date project/event/activity:

Location of project/event/activity:

Amount of Sponsorship Funding requested:

Organisation/Individual contribution towards project/event/activity:

ELIGIBILITY CRITERIA

Please demonstrate how your project/event/activity will (please respond to the eligibility criteria for the category in which you are applying):

Quick Response

- Directly benefit residents of the City of Unley; and
- That the request meets a social, cultural, environmental or economic need of some urgency

Community Project/Activity

- Directly benefit to the residents of the City of Unley; and
- Directly support to a group experiencing disadvantage, or requiring assistance with response and/or recovery, and
- Contribute to community wellbeing/connection and social sustainability

Representational

- Provide letter of selection from the peak body or the association running the event/competition advising that you have been chosen to compete/exhibit/perform;



TERMS AND CONDITIONS

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, is true and correct,
2. The funding received from the City of Unley will only be used for the approved activity or project as outlined in this application. The Council must approve any changes to the project/event/activity,
3. Any moneys not expended on the agreed purpose upon completion of the project/event/activity 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 acquittal report with receipts will be submitted to the City of Unley within three months of funding being expended,
6. I am authorised by the applicant organisation to prepare and submit this application for financial assistance.

Name:	Signature:
Date:	

NEXT STEPS

Please ensure you have completed all sections on this application form and submit ensuring you have attached the following:

Documentation to support your application such as information about the project/event/activity, a letter from your club/organisation/authority certifying your involvement with the activity (note this is mandatory for Representational Sponsorships) or proof to support your application.

A completed "Declaration where No ABN is required" form (available for download at):

<https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/Statement%20by%20a%20supplier.pdf>

Please note that decisions on funding are final and submission and acceptance of this application does not guarantee funding. All applicants are required to acquit funding provided, using a supplied template.

For Enquiries: Phone 8372 5111

Please forward application to:	BY POST: Small Sponsorship Program Community & Cultural Development City of Unley PO Box 1, UNLEY SA 5061	IN PERSON: City of Unley 181 Unley Road Unley SA 5061	BY EMAIL: pobox1@unley.sa.gov.au
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FOR OFFICE USE ONLY			
Date application received:	Amount requested: \$		
Recommended:	Yes	No	Date approved:
Authorised by:	Print name:		