

Minor Community Grant - June 2024

Form Preview

Guidelines

Please note: Applicants are eligible for one grant per financial year excluding auspice arrangements from only one of the 3 categories.

Your application must be received before your event takes place to be considered for a minor grant.

2.1 Minor Grants

2.2 Annual Community Grants or;

2.3 Other Financial Assistance

Have you already received a grant this financial year from any of the 3 categories

Yes

No

If YES you are not eligible to proceed with this application

Minor Community Grants

Council will consider one small grant application per financial year up to \$250 for not-for-profit and incorporated organisations that are delivering community services, organising small events or cultural activities for hills shire residence. (Minor grants do not require dollar for dollar match funding).

Council will also consider applications up to \$250 for individuals for their participation in state, national or international sporting, artistic, education and musical performances. (Minor grants do not require dollar for dollar match funding) (To be eligible, the event must be held outside the Sydney Metropolitan area).

Not-for-profit and incorporated organisations who wish to request funding between \$251 to \$2,500 will be required to gain special approval from the Mayor. A letter outlining this request must be emailed to grants@thehills.nsw.gov.au prior to submitting a Minor Grant application form.

The Event / Activities / Competition MUST be a future date.

Eligibility Criteria

Eligible to apply:

Applicants must be a Not -For -Profit and Incorporated Organisation.

NFP Organisations must be delivering community services, organising a small event or cultural activities for the Hills Shire residents.

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An individual who is participating in State, National or International sporting, artistic, educational and musical performance competitions.

The Event / Activities / Competition MUST be a future date.

The event must be held outside the Sydney Metropolitan area.

Organisations will need to include a copy of Public Liability with a min of \$20M coverage.

Ineligible to apply:

- For profit, commercial organisations.
- State and Federal Government agencies and their entities (including NSW Government schools, Area Health Services and public hospitals. However, these organisations should consider whether they have an incorporated not-for-profit body (such as a P&C Association or hospital auxiliary) that may be eligible to apply for a donation).
- Individuals who are not residents of The Hills LGA.
- Councillors, staff and their immediate family.

Assessment Criteria

Applications are assessed against eligibility and application criteria and are approved at the sole discretion of Council subject to budget availability.

Timeline

Applications for minor community grants may be made throughout the year and will be assessed on a regular basis.

Minor community grants will be approved by delegated authority to the Mayor and General Manager.

Applicants will be notified of the outcome.

Contact Details

* indicates a required field

Name of applicant/organisation

Individual Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Applicant Primary Address *

Address

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Applicant Primary Phone Number *

Must be an Australian phone number.

Applicant Primary Email *

Must be an email address.

For all organisations please upload a copy of your Public Liability Insurance

Attach a file:

ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

To be completed by Organisations who have an ABN

Individual Applications

For individual applicants - is the applicant under 18 years *

- Yes - Under 18 years
 No - 18 years or over

Parent / Guardian

Parent/Guardian

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

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Parent/Guardian Primary Address

Address

Parent/Guardian Primary Phone Number

Must be an Australian phone number.

Parent/Guardian Primary Email

Must be an email address.

Minor Grant

* indicates a required field

Amount Requested

Total Amount Requested *

\$

Must be a dollar amount and no more than \$250.

Total Amount of Event/Project

Total Event/Project Cost *

\$

Must be a dollar amount.

Budget

Expenditure (show how your donation will be expended) \$

<input type="text"/>	\$ <input type="text"/>
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Budget Totals

Total Expenditure Amount *

\$

This number/amount is calculated.

Total Expenditure Amount must equal Total Amount Requested

Project/Activity Details

Project/Activity Name *

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Details of Project/Activity/Location *

Must be no more than 100 words.
Please provide a detailed description

What is the purpose and objectives of your organisation/group?

Only to be completed by Organisations

Start Date of Project/Activity *

Must be a date.
The application must be submitted prior to your event / project commencement date.

End Date of Project/Activity *

Must be a date.

For Sporting Grants please upload a copy of your selection letter from the governing body

Attach a file:

Bank Details

If your application is successful the funds will be sent via Electronic Funds Transfer (EFT). You will receive written notification that the funds have been transferred.

Applicant Primary Bank Account *

Account Name

BSB Number Account Number

Must be a valid Australian bank account format.

Conflict of Interest

Please upload a completed copy of your conflict of interest form. Forms can be completed here: [Conflict of Interest Form](#)

*
Attach a file:

Privacy Notification

The personal information that Council has collected or is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act (PPIPA) 1998.

The intended recipients of the personal information are:

- officers within Council;
- data service providers engaged by Council from time to time
- any other agent/contractor of Council, and
- other Statutory Authorities.

The supply of the information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, Council may be limited in dealing with your request.

Council has collected this personal information from you in order to process your application.

You may make application for access or amendment to information held by Council. you may also make a request that Council suppress your personal information from a public register. Council will consider any such request in accordance with PPIPA.

Council is to be regarded as the agency that holds the information.

Enquiries concerning this matter can be addressed to the Public Officer on 9843 0159.

I agree and accept the above privacy notification *

Yes

For further information please contact Council's Community Outcomes Team at grants@thehills.nsw.gov.au

Declaration and Acceptance

I/we declare that the information contained within this application is true and correct at the time of submission. Should circumstances change, Council will need to be notified as soon as possible, and funds may need to be returned.

By clicking submit, I/we are agreeing to abide by the conditions of the [Community Grants Policy](#).

*

Yes

