# Sport Development Fund – Round 2Application Form

## Applicant’s Details

Organisation Name:

Postal Address:

Suburb:       State:       Postcode:

Street Address:

Suburb:       State:       Postcode:

Contact Phone:

Website:

Email Address:

## Grant preferred contact person

All application correspondence will be directed to this person

Title:

First Name:

Last Name:

Position Held:

Contact Phone:

Mobile Phone:

Email:

## Additional Organisation Details

Does your Organisation have an Australian Business Number (ABN)?

If your Organisation has no ABN, then your Organisation should contact the Australian Taxation Office (ATO) to discuss its eligibility to obtain an ABN.

Yes [ ]  No [ ]

ABN:

Is your organisation registered for GST?

Yes [ ]  No [ ]

Is your organisation not-for profit?

Yes [ ]  No [ ]

Is your Organisation incorporated?

If yes, attach a copy of your organisation’s Certificate of Incorporation.

Yes [ ]  No [ ]

Incorporation Number:

Does your organisation have current public liability insurance with a minimum of $10 million?

Yes [ ]  No [ ]

If yes, attach a copy of your organisation’s Certificate of Currency. If no, please contact the department.

Bank Account Name:

Financial Institution:

BSB:

Account No:

Organisation Financial Year Start Date:

Organisation Financial Year End Date:

## Project information

Project title**:**

Project start date:      *(DD/MM/YY)*:

Project end date:      *(DD/MM/YY)***:**

## Funding Category

Please indicate which level of funding you are applying for?

Funding amounts are based on the SSA’s Industry Investment Category.

[ ]  Category C & D – can apply up to $40,000

[ ]  Category E & F – can apply up to $30,000

[ ]  Provisional – can apply up to $20,000

## Project Objectives

Please select the relevant objective/s of your project from these options:

[ ]  To enhance the capacity and capability of the organisation to grow membership and participation and increase revenue.

[ ]  To employ new staff or engage consultancy services to assist SSAs to optimise performance.

[ ]  Bespoke projects identified that support areas in the Annual Organisational Performance Assessment (AOPA) and the organisations strategic plan.

## Brief Project Description

Please outline a brief description of your project (1-2 sentences):

## Project Details

Please provide a description of how the funding will be used to build capacity within your organisation? (Two page max).

Within the submission please address the points below

* Describe how the funding will either build capacity and capability; grow membership and participation; and/or increase revenue;
* Describe how the funding will assist you to ‘optimise performance’ support areas described in the Annual Performance Assessment or in your strategic plan;
* Describe how your organisation will deliver the proposal.

## Project Budget Overview

Total project costs excluding GST

(Include all costs involved for this project, including in-kind contributions from your organisation/other organisations)

$

Amount requested from the Department excluding GST

$

Contribution from applicant and/or other organisations excluding GST

$

## Budget

### Please list all anticipated costs of your proposal in as much detail as possible, including which expense items the department’s contribution would fund:

| **Revenue** | **2020/21** | **Funding source** |
| --- | --- | --- |
| **Revenue item excluding GST**(e.g. participant fees, sponsorship, other grants) |       |       |
| **Requested from DLGSC** Note maximum limits apply |       | DLGSC |
| **Supplied by your organisation** (please specify) note contribution encouraged and can be in-kind |       |       |
| **From any other organisations** (please specify) |       |       |
| **Other revenue items** |       |       |
| **Total revenue ex GST** | $      |       |

| **Expenditure** | **2020/21** | **Funding source** |
| --- | --- | --- |
| **Expenditure item\* excluding GST**(e.g. venue hire, consultant fees, equipment hire, administration costs) |       |       |
|  |       |       |
|  |       |       |
|  |       |       |
|  |       |       |
| **Total expenditure ex GST** | $      |  |

## Promotional Use of Event Material

DLGSC may wish to use certain information from your grant for promotional purposes. If your application is successful, can we promote your event to the media?

Yes [ ]  No [ ]

## Privacy statement and statement of disclosure

The Organisation acknowledges and agrees that this Agreement and information regarding it is subject to the Freedom of Information Act 1992 and that the Grantor may publicly disclose information in relation to this Agreement, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling the DLGSC office listed below.

All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant’s name, sport, location, and grant purpose.

## Applicant’s Certification

I certify that the information supplied is to the best of my knowledge, true and correct.

I certify that I have the authority, as vested by the Board/Committee/Council/CEO, to submit this application by electronic transmission.

**Name:**

**Position:**

**Signature:** \*

**Date:**      **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\*A signature is required to be eligible for this grant and will be requested if not provided when you submit. Electronic signature accepted.

## Application check list

Please submit the following to amber.dejong@dlgsc.wa.gov.au:

* A completed and signed copy of this application and supporting evidence
* A copy of your incorporation certificate
* A copy of current public liability insurance certificate (minimum requirement is $10 million)

## Further information and contact details

If you have any queries about your eligibility or the details required when applying for this grant, please contact:

Pathways and Performance team at DLGSC

Telephone: (08) 9492 9620

Email: Amber.dejong@dlgsc.wa.gov.au