

## **GPG Cunderdin Community Grant Program 2024**

### **Application Guidelines:**

The Cunderdin Hybrid PV Solar + BESS Project, owned by Global Power Generation Australia (GPG Australia), with the support of the Cunderdin Shire Council, has developed a Community Grant Program aimed at fostering the development and engagement of local community initiatives.

GPG Australia and Cunderdin Shire Council invite applications through two grant categories:

1. **Equipment purchases and one-off community events grant:** Up to \$5,000. Initiatives or projects awarded must be completed by April 2025.
2. **Community projects and facilities improvement grant:** Up to \$15,000. Initiatives or projects awarded must be completed by April 2025.

\*Please note that each community group can be awarded funding for one project although can participate with several applications.

### **CLASSIFICATION OF PROJECTS OR INITIATIVES THAT MAY BE FUNDED:**

#### Community Development:

- Community facilities and infrastructure
- Community enterprise and local employment
- Health and wellbeing
- Cultural and arts events
- Sport and recreation

#### Environmental:

- Solar panel and solar hot water programs
- Energy efficiency programs
- Native wildlife and vegetation protection programs

#### Education and Training

- Equipment purchases
- Facility upgrades
- Scholarships
- Education programs
- Training Programs
- School trips and excursions

#### **ELEGIBILITY:**

- The applicants must operate within the Shire of Cunderdin and beneficiaries must be residents of the Shire.
- Only groups who can demonstrate that they are not-for-profit community organisations will be considered eligible for funding.
- Applications must be made on the appropriate Shire of Cunderdin Community Grant Application Form.
- Canvassing of committee elected members may result in your application being disqualified.

#### **ASSESSMENT CRITERIA:**

- Demonstration of community need.
- Anticipated outcomes in response to the identified need.
- Access, opportunity, and participation - Project increases access, participation and inclusion or improvement of community facility.
- Demonstrated management and financial capacity to deliver.
- Evidence that other support and funding has been obtained or is being sought, if needed.

#### **WHAT WILL NOT BE FUNDED:**

Projects that cannot demonstrate significant benefit/outcomes to the Cunderdin shire.

- Political organisations or campaigns.
- Religious activities.
- Repayment of debts and/or loans.
- The purchase of land.
- Projects for which the funding is the responsibility of other levels of government.
- An organisation's recurring operational costs such as salaries, rent and utilities or insurance.
- Duplicates of existing services/activities unless it can be demonstrated that it meets an unmet community need.
- Funding for prizes, donations, awards or gifts.
- The purchase of alcohol for events or activities.
- Payments or wages for players, coaches and/or administrators, except for consultants required for specific projects.
- Deficit funding (to repay cash shortfalls).

#### **LEGAL, FINANCIAL AND TAXATION REQUIREMENTS:**

- If required, the applicant must arrange public liability insurance to cover the activity/s detailed in the grant application.
- All applicants must possess an Australian Business Number (ABN) or provide a statement by a supplier form available from the ATO website. Organisations without an ABN require an auspice organisations partnership to apply on their behalf.
- Financial statement from latest annual general meeting has to be provided by all the applicants.

#### **ACKNOWLEDGEMENT PROMOTION AND MARKETING:**

- Successful grant applicants must acknowledge the GPG Cunderdin Community Grant as a funding source on all marketing and publicity material by including the following wording or something similar: 'This project has been supported by GPG Australia'.
- An appropriate plaque or similar to physically acknowledge the support of the Cunderdin Hybrid PV Solar + BESS Project will be agreed with GPG to ensure that corporate brand standards are met.

#### **SUCCESSFUL APPLICANTS:**

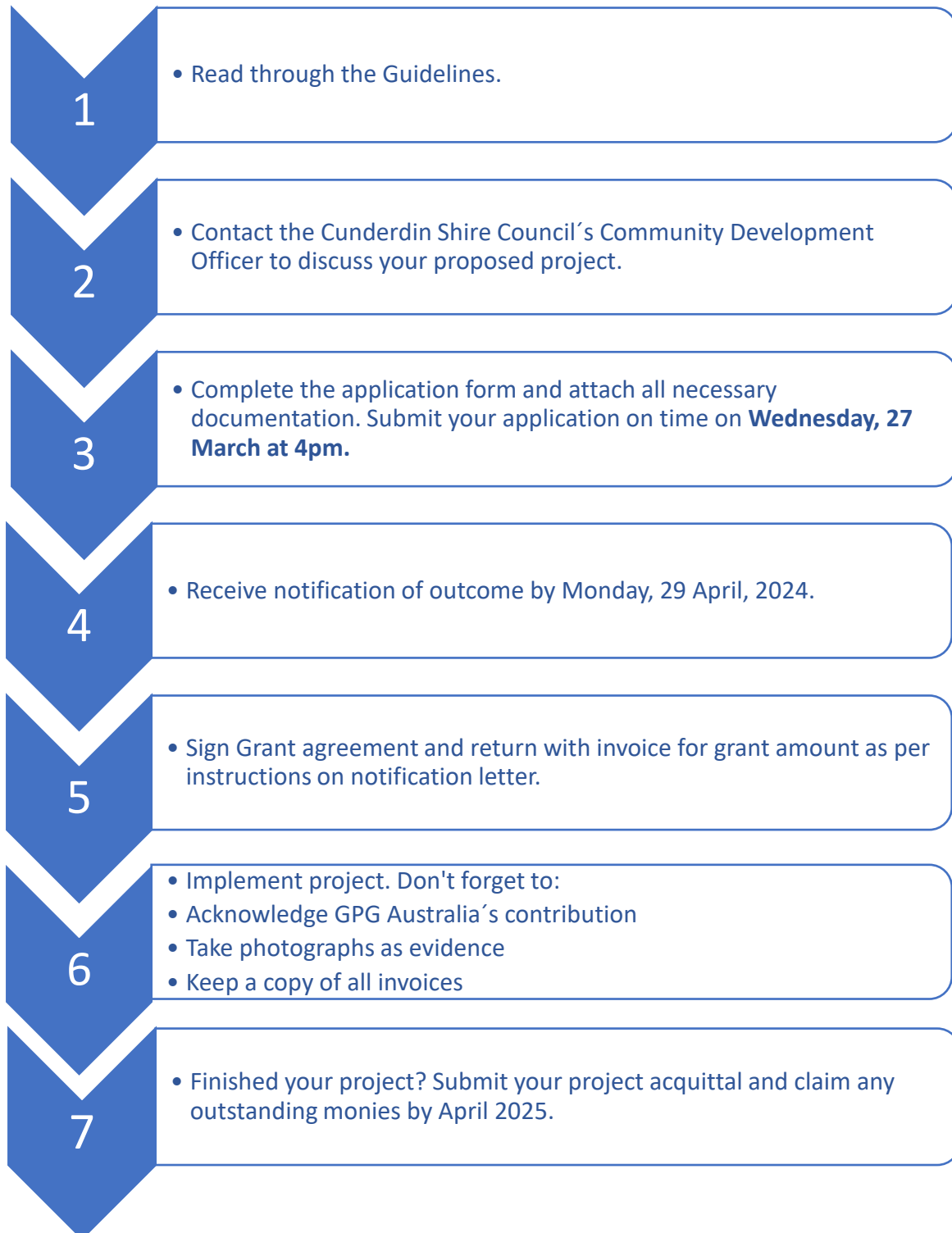
- All applicants will be notified of the outcome of their application.
- Successful applicants will be required to sign a grant agreement with the Cunderdin Shire Council, specifying the terms and conditions of the grant, before claiming the awarded funds.
- If at any stage, the applicant is unable to meet the terms and conditions of the grant agreement they should contact Liezl De Beer as soon as possible.
- Successful applicants are to submit a compliant tax invoice to the Cunderdin Shire Council to claim their funding.
- For grants up to \$5,000 the full allocation can be claimed upfront.
- For grants above \$5,000, 90% of the allocated funding can be claimed upfront. The remaining 10% will be withheld until the project is complete and a financial acquittal and project evaluation has been submitted and approved.
- For those applicants that are registered for GST, the funding awarded will not include GST.

**\*Applications due March 27, 2024 at 4pm**

**\*Applications must be submitted by email**

**\*Successful grant recipients will be notified by April 24, 2024**

## GRANT STEPS AND TIMELINE



## 1. APPLICATION FORM

Name of Applicant (Group or Committee)	
Auspiced Community Group (if any)	
Contact Person	
Street Address	
Postal Address	
Phone / Mobile	
Email	
Is this applicant an incorporated organisation?	
ABN	
Is the organisation registered for GST?	
Is the project/event covered under Public Liability Insurance?	
Applicant Bank Account Details	
Membership numbers	
Target group for this project	

**2. PROJECT DETAILS**

Name of Project:

Category applying:

Project Description:

(Please describe the project in detail. Provide attachments if applicable.)

Commencement Date:

Completion Date:

**3. PROJECT JUSTIFICATION**

How has the need for the project been identified?

How will the Shire of Cunderdin community benefit?

**4. PROJECT EXPENDITURE**

Description of Expenditure Item / Service

Amount \$                      Quote (excl GST) Attached Y/N

TOTAL PROJECT COST:

**5. PROJECT INCOME**

What other sources of funding have been applied for (please specify whether they are confirmed)?

Funding source	Amount \$ (Excl GST)
Funding source	Amount \$ (Excl GST)

Shire of Cunderdin Request (How much is the applicant requesting from the Shire of Cunderdin)?

Applicant Cash (How much is the applicant your group contributing)?

Other:

TOTAL INCOME:

## 6. GPG Australia's Recognition

How will the GPG Australia support be recognised? (Please detail)

## 7. CHECKLIST

Please check your application carefully and ensure all relevant information has been provided. Additional supporting documentation can be attached to the application and provide comments if items on the checklist are not met.

Have you completed all sections of the application form?	YES / NO
Is a copy of Certificate of Incorporation attached?	YES / NO
Is a copy of Public Liability Insurance attached?	YES / NO
Is a copy of a recent Financial Statement attached?	YES / NO
Are copies of quote for items above \$500 attached?	YES / NO
Are all additional relevant supporting documents enclosed? E.g. letters of support	YES / NO
Has the application been endorsed by the organisation's committee?	YES / NO
Comments:	

## 7. DECLARATION

I hereby certify that I have been authorised to prepare and submit this application, and that the information herein is, to the best of my knowledge, true and correct.

Should financial assistance be provided by the Shire of Cunderdin, the applicant agrees to the following conditions of funding:

1. The financial contribution from the Shire of Cunderdin is not retrospective - funding will not be provided if the event/project commences prior to Shire approval.
2. The financial assistance will be used only for the purposes for which it is granted, unless otherwise agreed in writing by the Shire of Cunderdin.
3. The Shire of Cunderdin will be advised of any change in scope of the project and the Shire of Cunderdin retains the right to refuse/reduce its level of financial assistance in that instance.
4. Funding will be expended on the latest by 31 May 2025.
5. Unspent funds are to be returned to the Shire of Cunderdin within 3 months of event/project date/end of grant term.

6. If special conditions are applied as a condition of funding, the applicant will be required to agree in writing to these conditions prior to the financial assistance being provided.
7. The applicant will acknowledge the Shire of Cunderdin & GPG Australia's support in all public communications relating to the event/project, including signage, advertising and promotional materials in accordance with Shire requirements.
8. The applicant will provide a full acquittal of all funds, including project evaluation and evidentiary materials as required by the Shire of Cunderdin within three months of the end of the grant term.

Name of organisation:

Representative:

Signature:

Date: