

Community Budget Applications

Community Funding Policy Information and Application Package

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Table of Contents

1.0	Introduction.....	3
2.0	General Information.....	3
3.0	Examples of Successful Applications.....	4
4.0	Assessment of Application.....	5
	4.1 Questions We Ask (Selection Criteria).....	5
5.0	GST and Tax Information.....	5

1.0 Introduction

The Community Budget Information and Application package aims to help you apply for grants under the Community Funding Policy. This policy aims to provide support to not for profit community groups or occasionally individuals, to develop or enhance community, cultural and recreational projects and corporate sponsorship initiatives for the benefit of Bunbury's residents and visitors.

Applications are assessed in accordance with City of Bunbury Community Funding Policy (*web address to be inserted*).

2.0 General Information

The Community Funding Policy recognises the following four (4) categories in which assistance can be sought:

- **Community**
Objective: To improve the well-being of the community of the City of Bunbury by enhancing services provided to the City's residents and visitors. (This includes services for people with disabilities, seniors, youth, multicultural groups, children, emergency relief, homeless people, recreation/sports clubs and civic events.)
Eligibility criteria: Applicants must be community based not for profit groups or those with religious/charitable objectives
- **Cultural**
Objective: To support cultural activities which contribute to the development of the cultural life of Bunbury.
Eligibility criteria: Applicants or projects must
 - Be resident or located in the City of Bunbury; and
 - Either be of high artistic quality or demonstrate future potential; or
 - Contribute to the development of Bunbury's cultural life or that of its residents.
- **Events**
Objective: To provide financial assistance to groups to stage and present free or low cost activities in public places which contribute to:
 - the diversity in culture and lifestyle opportunity for the City of Bunbury community; and/or
 - increasing visitor numbers in Bunbury.Eligibility criteria:
 - The total value of the event must exceed the amount requested from the City.

- Events may be culture or arts based but this is not a requirement.
 - Events must take place in a City of Bunbury public place.
 - Preference will be given to events held exclusively in Bunbury.
 - Preference will be given to events which provide free attendance.
- **Corporate Sponsorship**
Objective: To enhance the corporate image of the City of Bunbury and generate goodwill for the City.
Eligible activities:
 - Acknowledgement for excellence in professional fields
 - Rewards for endeavour in community service
 - Activities held outside City of Bunbury which increase awareness and goodwill for the City of Bunbury
 - Promotional material/activities which positively promote the City of Bunbury (such as publications and films).

3.0 Examples of Successful Applications

Category	Application	Assistance provided
Community	To support a community Christmas event in a local park	Contribution toward cost of the event
Cultural	To produce the annual music Eisteddfod	Contribution toward production/admin costs
Event	To support a regional food and wine festival showcasing the produce of the region	Contribution towards cost of event
Corporate Sponsorship	To support the Small Business Centre to provide Business Awards to local businesses	Contribution towards cost of awards

4.0 Assessment of Application

- Your application will be assessed in accordance with the Community Funding Policy
- You will be advised in writing of the outcome of your application. This may be up to 4 months after the closing date.
- Applications are ineligible when the application is for:
 - a retrospective activity;
 - fund raising for predominantly commercial activities;
 - support for State or Federal agencies or departments (except that State or Federal agencies or departments may also contribute support towards the project).
- Unsatisfactory or incomplete reporting on financial assistance received may deem you ineligible to make future applications, or eligible only for reduced funding.

4.1 Questions We Ask (Selection Criteria)

All applications that are eligible will be assessed by asking the following questions:

- What are the benefits of the project/event?
- What is the cost of the current application?
- What financial support has the applicant received from other sources?
- When and how much previous support has the applicant received from the City?
- What is the estimated value of the event for the community/visitors?
- What opportunities are there for the City to add value to the application?
- Does the applicant demonstrate that they have the ability to deliver the activity?
- How does the activity align with the City's Strategic Plan and corporate objectives?
(http://www.bunbury.wa.gov.au/pdf/Residents/Publications/corpsstratplan/COB_StrategicPlan_for_web.pdf)
- Does it comply with Council policies and external legislation?

5.0 GST & Tax Information

The Australian Tax Office (ATO) considers a donation to be income, which may be subject to the Goods and Services Tax (GST). In

instances where the community or sporting group indicates that they are liable for GST a tax invoice will be required.

Where the community or sporting group is not required to register for GST, this must be indicated on the invoice.