

2023/2024

Application – Sister Cities and Friendly Relationships Program (Under Section 356 of NSW Local Government Act 1993)

LAST UPDATED 13 FEBRUARY 2024

Date:

PART A – GRANT AMOUNT REQUESTED

Grant funds sought from Council: \$..... (GST Exclusive)

(NOTE: 25% co-contribution required for applications for a grant amount of over \$5,000)

PART B – ORGANISATION DETAILS

Name of Organisation:

Address:

Postal Address:

Contact Person: Position:

Telephone: Mobile:

Email:

ABN (If applicable):

Registered for GST? Yes No

Is this organisation:

- A not for profit? Yes No
- Based in the Gunnedah Shire? Yes No
- A registered Charity? Yes No
- A registered Co-Operative? Yes No
- Incorporated under the Associations Incorporations Act 1984? Yes No

If not Incorporated, please nominate Auspice Organisation below:

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CLOSING DATE: FRIDAY 22 MARCH 2024 – 5.00PM

Gunnedah Shire Council

PO Box 63

GUNNEDAH NSW 2380

council@infogunnedah.com.au

For further enquiries please phone 02 6740 2100

PART B (Continued) – ORGANISATION DETAILS

What is your organisation’s mission?

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Do you employ staff? Yes No If yes, how many?

Do you have volunteers? Yes No If yes, how many?

PART C – PROJECT DETAILS

How does your project address the criteria contained in the Sister Cities and Friendly Relationships Program Guidelines?

NOTE - the project you are seeking funds for must address at least one of the Criteria.

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Please provide a summary of the project to be funded by the Sister Cities and Friendly Relationships Program (150 words or less).

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Are you requesting funds for:

A new innovative programme/initiative/equipment? Yes No

One off funding for existing programme/initiative/equipment? Yes No

How will the Grant be spent?

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How will the organisation and residents of the Gunnedah Shire benefit from the project?

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Has an application been made to other levels of Government for funding for this project? Yes No

If **Yes**, to which Departments, and was the application successful?

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If **No** to the above, why not?

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Given the round is highly competitive, funding for entire projects may not always be possible. If your application is successful, but only certain items are approved under the Grant, will your organisation still go ahead with the project? Yes No

If **No**, why not?

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Has Council, within the past two (2) years, provided your organisation with a financial assistance grant?

Yes No

If **Yes**, please complete the below table

AMOUNT	YEAR	WHAT WAS THE NAME OF GRANT	WHAT WAS THE GRANT FOR?	WAS THE PROJECT COMPLETED? (Y/N)	WERE ALL FUNDS EXPENDED IN ACCORDANCE WITH GRANT GUIDELINES? (Y/N)	INVOICES/ EXPENDITURE DECLARATION SUBMITTED TO COUNCIL? (Y/N)
\$						
\$						
\$						
\$						
\$						

Please Attach:

1. A copy of your most recent audited financial statement for twelve (12) months showing income and expenditure including funds from all sources; or
2. The most recent Annual Report; or
3. The Chair and Treasurer's reports from your last Annual General Meeting;
4. A copy of recent quotes as evidence to support your application. **(required)**

If you are not able to supply any of the above please attach a note explaining the reasons.

(Please note at least one quote is required for all equipment applications)

Name:

Position:

Signature: Date:

Declaration of Expenditure for 2023/2024 under the Sister Cities and Friendly Relationships Program (Submit only on completion of the project)

Date:

DETAILS OF APPLICANT ORGANISATION

Organisation Name:

Postal Address:

Email Address:

Contact Person: Position:

Telephone: Mobile:

ACCOUNTABILITY REQUIREMENTS

At the conclusion of the Project complete this declaration (provided by Council) certifying that the grant was spent on the purpose(s) for which it was granted.

DECLARATION

I (please print name) declare that the Organisation as detailed above spent the grant amount of \$..... as granted by Gunnedah Shire Council under Section 356 of the NSW Local Government Act 1993 specifically for the project, program or initiative as detailed in our Organisations application, dated and as per the attached associated receipts/invoices.

Name:

Position:

Signature: Date:

Eric Groth
GENERAL MANAGER
GUNNEDAH SHIRE COUNCIL